SECRET

# Official Personnel Folder

SECRET

[redacted]

68 APR ENTD

QUALIFICATIONS

14-00000

4-29-80

SECRET OP/IRB
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

| Field | Value |
|---|---|
| Date Prepared (MO DA YR) | 040980 |
| 1. SSN | 265441914 |
| 2. Name (Last-First-Middle) | PICCOLO JOSEPH S |
| 3. Name Type | T |
| 4. Date of Birth | 12-08-35 |
| 5. Sex | M |
| 6. Citizen | U |
| 7. Retirement (1 CSC, 2 FICA, 3 FS, 4 None, 5 Cardos, 6 CSC FF, 7 Other) Code | 5 |
| 8. Serv Comp Date | 12-27-54 |
| 9. Long Comp Date | 12-24-57 |
| 10. Date of Grade | 02-04-73 |
| 11. LEI Date | 01-28-79 |
| 12. Veterans Preference (0 None, 1 5 PT, 2 10 PT Disab, 3 10 PT Comp, 4 10 PT Other) Code | 0 |
| 13. Annuity Status | UAR |
| 14. Nature of Personnel Action | PROMOTION |
| 15. Effective Date (MO DA YR) | 050480 |
| 16. Affiliation | STAFF EMPLOYEE-CAREER |

| | FROM | TO |
|---|---|---|
| 17. Organizational Designations | DDO /CIS<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | DDO/IAD<br>COVERT ACTION STAFF<br>AREA OPERATIONS BRANCH<br>AREA SECTION |
| 18. Location of Official Station | WASHINGTON, D.C. | |
| 19. HQ | 1 | |
| 20. Pos No | GK067 | ~~[illegible]~~ |
| 21. Employee Occupational Title | OPERATIONS OFFICER | |
| 22. Suffix | | |
| 23. Service Desig | DAC | ~~[illegible]~~ |
| 24. Schedule | GS | |
| 25. Occ Series | 0136.01 | |
| 26. Grade | 13 | 14 |
| 27. Step | 7 | 4 |
| 28. Salary & Pay Basis | 35249 PA | 38184 PA |
| 29. Hours | 80 | |
| 30. Tour | F | |
| 31. Project No | 270172 | ~~[illegible]~~ |
| 32. FICA | E | |
| 33. NSCA | | |
| 34. SCC | P | |
| 35. Development Complement (Code / NTE MO DA YR) | | |
| 36. Position Occupational Title | OPERATIONS OFFICER | |
| 37. Personal Rank Assignment (Code / NTE MO DA YR) | | |
| 38. Position Data (Schedule-Grade / SD / Suffix / SCC) | GS 14 / D / / P | |
| 39. Detail Organization | | |
| 40. Employee Over-AP SSN | | ~~[illegible]~~ |

41. REMARKS

REASSIGNMENT - CHANGE OF HOME BASE ACTION RECENTLY PROCESSED - EFF DATE: 4/15/80

CONCUR: LINDA L. CROWLEY (TELECORD)
IAD/PERS 4/11/80

136165 [illegible]

FOR OFFICE OF PERSONNEL USE ONLY

42. AFFIL | 43. ORGANIZATIONAL CODES (ALPHA / NUMERIC) | 44. STATION CODE
45. ACTION NTE MO DA YR | 46. DETAIL CODE | 47. VARIABLE DATA | 48. OVERRIDE CODES | 49. REMARKS CODES
50. SPEC REF 1 2 | 51. POSITION CONTROL CERTIFICATION NAME [signature] DATE

REQUEST AND APPROVAL SIGNATURES

52. SIGNATURE OF REQUESTING OFFICER: [signature] THOMAS J. MAGEE, C/CI/SP — DATE 11 Apr 80

53. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: CM/13 Charles J. Rakowsky — DATE 11 Apr 80

54. SIGNATURE OF OFFICE OF PERSONNEL OFFICER: Lynda [signature] — DATE 4/29/80

FORM 1152 (8-79) USE PREVIOUS EDITIONS

SECRET

14-00000

T.31
4-16-80

SECRET UP/TRB
(When Filled In)

16 APR 80 445630

# REQUEST FOR PERSONNEL ACTION

| Field | Value |
|---|---|
| Type of Action | REC-SP |
| Date Prepared (MO DA YR) | 040480 |
| Control No. | 201 |
| 1 SSN | 265441914 |
| 2 Name (Last-First-Middle) | PICCOLO JOSEPH S |
| 3 Name Type | I |
| 4 Date of Birth (MO DA YR) | 12-08-35 |
| 5 Sex | M |
| 6 Citizen | U |
| 7 Retirement (1 CSC, 2 FICA, 3 FS, 4 NONE, 5 CIARDS, 6 CSC FF, 7 OTHER) Code | 5 |
| 8 Serv Comp Date (MO DA YR) | 12-27-54 |
| 9 Long Comp Date (MO DA YR) | 12-24-57 |
| 10 Date of Grade (MO DA YR) | 02-04-73 |
| 11 LEI Date (MO DA YR) | 01-28-79 |
| 12 Veterans Preference (0 NONE, 1 5 PT, 2 10 PT DISAB, 3 10 PT COMP, 4 10 PT OTHER) Code | 0 |
| 13 Annuity Status | |
| 14 Nature of Personnel Action | CHANGE OF HOME BASE REASSIGNMENT |
| 15 Effective Date (MO DA YR) | 041580 |
| 16 Affiliation | STAFF EMPLOYEE-CAREER |

| | FROM | TO |
|---|---|---|
| 17 Organizational Designations | DDO /CIS<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | DDO/IAD<br>COVERT ACTION STAFF<br>AREA OPERATIONS BRANCH<br>AREA SECTION |
| 18 Location of Official Station | WASHINGTON, D.C. | |
| 19 HQ | 1 | |
| 20 Pos No | GK067 | CT089 |
| 21 Employee Occupational Title | OPERATIONS OFFICER | |
| 22 Suffix | | |
| 23 Service Desig | DAC | DWC |
| 24 Schedule | GS | |
| 25 Occ Series | 0136.01 | |
| 26 Grade | 13 | |
| 27 Step | 7 | |
| 28 Salary & Pay Basis | 35249 PA | |
| 29 Hours | 80 | |
| 30 Tour | F | |
| 31 Project No. | 270172 | 244163 |
| 32 FLSA | E | |
| 33 NSCA | | |
| 34 SCC | P | |
| 35 Development Complement (Code / NTE MO DA YR) | | |
| 36 Position Occupational Title | OPERATIONS OFFICER | Ops Off |
| 37 Personal Rank Assignment (Code / NTE MO DA YR) | | |
| 38 Position Data (Schedule Grade / SD / Suffix / SCC) | GS 14 / C / / P | GS 14 / D / – / P |
| 39 Detail Organization | | |
| 40 Employee Overlap SSN | | 024-30-9618 |

41 REMARKS

CONCUR: Thomas Magee (Telecord) *FROM CIS 4 April 1980
CIS Pers Date

I Agree To Change My Home Base from A (CIS) to W (IAD).

# 970839

Concur: [signature] Hall
CAS/MSB

[signature] 2 Apr 80
Joseph Piccolo Date

| FOR OFFICE OF PERSONNEL USE ONLY | |
|---|---|
| 42 Affil | |
| 43 Organizational Codes (Alpha / Numeric) | IAD |
| 44 Station Code | |
| 45 Action NTE (MO DA YR) | |
| 46 Detail Code | |
| 47 Variable Data | |
| 48 Override Codes | |
| 49 Remarks Codes | |
| 50 Spec Ref (1 / 2) | |
| 51 Position Control Certification (Name / Date) | [initials] / 4-15-80 |

| REQUEST AND APPROVAL SIGNATURES | | Date |
|---|---|---|
| 52 Signature of Requesting Officer | Linda L. Crowley (signed) | 7 April 80 |
| 53 Signature of Career Service Approving Officer | CM/13 Charles J. Rakowsky | 10 April 80 |
| 54 Signature of Office of Personnel Officer | Lynda Bohannon | 4-17-80 |

FORM 1152 8-79 USE PREVIOUS EDITIONS

SECRET

E2 IMPDET CL BY 061856

ADMINISTRATIVE - INTERNAL USE ONLY

| NAME OF EMPLOYEE (Last-First-Middle) | NAME AND RELATIONSHIP OF DEPENDENT | CLAIM NUMBER |
|---|---|---|
| PICCOLO, Joseph S., Jr. | self | 79-0126 |

There is on file in the Personal Affairs Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 10/5/78.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

| DATE OF NOTICE | SIGNATURE OF BSD REPRESENTATIVE |
|---|---|
| 17 Nov 1978 | Ernest L. Hardt |

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

FORM 1076 USE PREVIOUS EDITIONS    ADMINISTRATIVE - INTERNAL USE ONLY    (4-21-35)

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 25 Nov 1977

| 1 SERIAL NUMBER | 2 NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT - CHANGE OF FUNCTIONAL CATEGORY | 11 / 07 / 77 | REGULAR |

| 6 FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7 FAN AND NSCA | 8 LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|---|---|
| | | | | | 8027 0172 0000 | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/CI STAFF<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| OPERATIONS OFFICER (14) | GK67 | DAS |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 5 | $ 29,490 |

18 REMARKS

I CONCUR IN THE CHANGE OF MY CATEGORY FROM B/OG TO B/OS.

Joseph S. Piccolo (signature)
Joseph S. Piccolo

23 Nov 77
Date

~~Limited ... already ...~~

Wyllie (signature)
CMS/MSR 12/02/77

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| H E Walton (signature)<br>Henry E. Walton, C/PCS/CSS/Pers | 11/29/77 | CM 13 (signature) | 12/1/77 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOOTES CODE | 25 DATE OF BIRTH (MO. DA. YR.) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 31400 | CIS | 25013 | | 1 | 12 08 35 | | |

| 28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1—CSC, 2—ORGN, 3—FICA, 5—NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA (TYPE, MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE (CODE: 0—NONE, 1—5 PT, 2—10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR RESV, PROV TEMP) CODE | 39 FEGLI HEALTH INSURANCE (CODE; 1—WAIVED, 2—REG, 3—REG OPT; HEALTH INS CODE) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

| 45 POSITION CONTROL CERTIFICATION | 46 O P APPROVAL | DATE APPROVED |
|---|---|---|
| 12·2·77 AEO | (signature) | |

FORM 8-72 1152 USE PREVIOUS EDITION

SECRET

E2 IMPDET CL BY: 007

14-00000

12 JUN 1978

Dear Joseph,

Please accept my appreciation for an assignment well done as a member of the FY 1978 GS-07 Secretarial/ Clerical DO Personnel Evaluation Boards from 17 April through 19 May 1978.

I well recognize the complexities involved in the comparative evaluation of 560 clerical careerists -- a task further complicated by this being only the second year it has been undertaken. Your deliberations were vital to the Directorate's determination to bring to this group of valuable employees the advantages of the merit system.

Full-time service with the Evaluation Boards represents a major contribution to the Directorate's program of personnel assessment and management. Not only were your promotion recommendations valued, but recommendations for career development and training were also extremely helpful.

I believe that your service on the Board broadened and sharpened your own focus on personnel aspects of Agency management. Too, I think that the time spent in this endeavor could only have made you better aware of our need for complete, careful and candidly written appraisals of our employees.

Sincerely,

John N. McMahon
Deputy Director for Operations

CONFIDENTIAL

28 APR 1979

MEMORANDUM FOR: Chief, CI Staff

SUBJECT : Recommendations by the GS-13 FY 78 Evaluation Board Regarding PDP

Having carefully reviewed all personnel files of GS-13 personnel, the FY 78 DO Personnel Evaluation Board recommended that the following officer be identified in his division's Personnel Development Plan (PDP). This individual was selected because of his relatively high potential, in the estimation of the Evaluation Board, for growth to positions of leadership within the Agency.

Category BOS

Joseph Piccolo

Woodson K. Johnson
Vice Chairman, CMS/13

CONFIDENTIAL

CONFIDENTIAL

11 APR 1973

MEMORANDUM FOR: Joseph S. Piccolo

SUBJECT : Quality Step Increase

1. My congratulations on the award to you of a Quality Step Increase. This recognition of superior sustained performance reflects great credit on you and the job you have been doing.

2. I am confident that your future performance will be of continuing high quality.

With personal best wishes,

John N. McMahon
Deputy Director for Operations

CONFIDENTIAL

E2 IMPDET
CL BY 059687

CONFIDENTIAL

23 February 1978

MEMORANDUM FOR: Director of Personnel

FROM : Wesley L. Laybourne
A/Chairman, DO Personnel Evaluation Boards

VIA : Chief, Career Management Staff

SUBJECT : Recommendation for Quality Step Increase for Joseph S. Piccolo (CI)

1. Mr. Piccolo joined the Agency in 1957 and since then has served 12 years as a field case officer in Mexico, Nicaragua and Brazil as well as tours at Headquarters in LA Division and currently on the CI Staff. He was promoted to GS-13 on 4 February 1973.

2. Mr. Piccolo has performed in a strong to outstanding manner during the past year as described in his fitness report covering the period October 1976 to September 1977. He was engaged during this period in a number of CI projects, including "a sensitive, multi-level project which has resulted in a neutralization of some Soviet espionage activity abroad." He also was called upon to support CI activities requiring extensive travel abroad in support of joint Agency and FBI objectives and "he executed these assignments with a singular degree of professionalism." He recently also organized and ran in Spanish a CI course for foreign liaison and the Station involved described the effort "as an outstanding contribution." During the previous fitness report period he participated in two CI surveys in Africa and Latin America and because of this experience he was recently named to head another CI survey to take place in Latin America in the future.

3. It is the view of the Fiscal Year 1978 GS-13 DO Personnel Evaluation Board that Mr. Piccolo has performed in a sustained high manner which exceeds the normal requirements of his position and that this sustained high performance promises to continue. He is, therefore, recommended for a Quality Step Increase.

W. L.

Wesley L. Laybourne

CONFIDENTIAL

CONFIDENTIAL

SUBJECT: Recommendation for Quality Step Increase
for Joseph S. Piccolo (CI)

CONCUR:

Chief, CI Staff Date

APPROVED:

Director of Personnel Date



CONFIDENTIAL

14-00000

CONFIDENTIAL

MEMORANDUM FOR: Joseph S.Piccolo

SUBJECT : Acknowledgment of Evaluation Board Functional Category

REFERENCE : Evaluation Board Precepts for Your Grade

1. Based upon an examination of your past assignments and duties, and after considering likely future assignments, you have been placed (subject to your signature below) in the functional category B/OS for Evaluation Board purposes. Precise definitions of this category are contained in the Evaluation Board precepts for your grade. This placement is made in order that your performance, growth potential, and career planning may be judged against officers similarly placed professionally. YOU ARE URGED TO STUDY THE PRECEPTS AND CONSIDER YOUR OWN CASE CAREFULLY.

2. In general, you should consider the following;

a. Categories are sharply defined. Competition is within categories, not between them. Thus, a weak B/OG performance is not strengthened by reclassifying it as B/OS.

b. A change in category after sustained performance in a different category may cause a temporary loss of momentum in your career advancement until you have demonstrated proficiency in your new assignment.

c. A category change should not be initiated for the period of a temporary, training or rotational assignment unless a permanent change of career track will follow.

3. If you believe that this is not the correct category for you because the substantive nature of your job more closely approximates another category or because you have made a permanent change of career track, please take the matter up through your command channel to secure the concurrence of your component of assignment or of your home base component, as appropriate, to a change of your category. Previously assigned and acknowledged categories will remain in effect until a fully executed acknowledgment of change is received by the Career Management Staff.

4. Please sign and date this notification in the space provided and return it to your Personnel Evaluation and Management Officer or to your Personnel Officer.

ACKNOWLEDGED:

Joseph S. Piccolo
Signature of Addressee

20 Nov 77
Date

CONFIDENTIAL

SECRET

9 NOV 1977

# REQUEST FOR PERSONNEL ACTION

OCF

DATE PREPARED: 2 NOVEMBER 1977

1 SERIAL NUMBER: 025658

2 NAME (Last-First-Middle): PICCOLO, JOSEPH S.

3 NATURE OF PERSONNEL ACTION: REASSIGNMENT

4 EFFECTIVE DATE REQUESTED: MONTH 11 DAY 01 YEAR 77

5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V | V TO CF | CF TO V | CF TO CF

7 COST CENTER NO. CHARGEABLE: 8027 0172 0000

8 LEGAL AUTHORITY (Completed by Office of Personnel)

9 ORGANIZATIONAL DESIGNATIONS:
DDO/CI STAFF
OPERATIONS GROUP
SPECIAL OPERATIONS BRANCH

10 LOCATION OF OFFICIAL STATION: WASH., D.C.

11 POSITION TITLE: OPERATIONS OFFICER (14)

12 POSITION NUMBER: GX67

13 CAREER SERVICE DESIGNATION: DAC

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): GS

15 OCCUPATIONAL SERIES: 0136.01

16 GRADE AND STEP: 13 5

17 SALARY OR RATE: $ 29,490

18 REMARKS

18a. SIGNATURE OF REQUESTING OFFICIAL: Henry E. Walton, C/PCS/CSS/Pers — DATE SIGNED: 11/2/77

18b. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: CI 13 — DATE SIGNED: 11/7/77

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 ROUTES CODE | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 31400 | CIS | 75013 | | 1 | 12 05 35 | | |

28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1—CSC, 2—OTHER, 3—FICA, 4—NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA | EOD DATA | 33 SECURITY EOD NO | 34 SEX

35 VET. PREFERENCE (CODE: 0—NONE, 1—5 PT, 2—10 PT) | 36 SERV. COMP. DATE (MO DA YR) | 37 LONG. COMP. DATE (MO DA YR) | 38 CAREER CATEGORY | 39 FEGLI HEALTH INSURANCE (CODE: 0—WAIVED, 1—REG, 2—REG OPT, 3—INELIGIBLE; HEALTH INS. CODE) | 40 SOCIAL SECURITY NO.

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT. CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMP; STATE CODE)

45 POSITION CONTROL CERTIFICATION: 11/8/77 AEC — 10 NOV 1977

46 O.P. APPROVAL: [signature]

DATE APPROVED: 11/8/77

FORM 1152 USE PREVIOUS EDITION

SECRET

E 2 IMPDET CL. BY. 007622

Mexico City October 1977

IN424833

MEXI 42342

MEMORANDUM FOR THE RECORD:

Liaison officials join station in extending appreciation to Joseph Piccolo for his outstanding contribution to the current task of moulding the KDSLEUTHS into an effective counterintelligence organization.

Their high degree of enthusiasm was matched only by the professional way in which they prepared their instruction material, the ingenuity of their delivery, and above all the high impact that they had on the students and their superiors.

Wish to complement the above two colleagues for a job well done and for having upheld in their own respective fields the high standards and prestige of the Agency in our eyes and in those of our liaison counterparts.

Request that a copy of this cable be placed in their respective personnel files.

CONFIDENTIAL

27 October 1977

MEMORANDUM FOR: Career Management Staff

SUBJECT : Request for Change of Career Designation to B/OS-Operational Specialist from B/OG-Operational Generalist

1. It is requested that my career designation be changed to B/OS-Operational Specialist from that of B/OG-Operational Generalist. It is believed that the career activities and recent events described below clearly meet the criteria set forth in the Career Service Personnel Evaluation System Handbook.

2. In July 1977, I changed my home base from Latin America Division to the Counterintelligence Staff. This change of home base was precipitated by the cancellation of a planned overseas tour in Latin America which was scheduled to begin in July 1977. The cancellation of the tour was caused by State Department objections to my assignment because of publicity accorded me by Philip Agee and Counterspy Magazine.

3. The following is a career summary noting Operational Specialist related activities only:

| | |
|---|---|
| January 1976 - Present | CI Staff |
| August 1973 - August 1975 | Liaison Officer, Managua Station, (Spanish language) |
| August 1972-June 1973 | Liaison Officer, Rio de Janeiro Base, for a Special Project (Portuguese language) |
| February 1969-December 1969 | Liaison Officer, Headquarters, Latin America Division/Cuban Operations (British [MI-6] & U.S. Navy) |
| April 1968-January 1969 | Liaison Officer, Managua Station, (Spanish language) |
| August 1962-August 1965 | Counterintelligence Section, Headquarters, Latin America Division, Cuban Task Force exploiting two intelligence service defectors (Spanish language) |

E2 IMPDET
CL BY 0[illegible]

CONFIDENTIAL

CONFIDENTIAL

4. Based on the above history and more recent activities since joining the CI Staff, I believe my career development and potential will be better realized as an Operational Specialist.

Joseph S. Piccolo Jr.

CONCUR: Richard [illegible]
[illegible]

CONFIDENTIAL

14-00000

CABLE SEC DISSEM BY 45 PER ______ TOTAL COPIES 24 RUN BY Joseph Piccolo

REPRODUCTION BY OTHER THAN ISSUING OFFICE IS PROHIBITED

PERSON/UNIT NOTIFIED ______

S E C R E T

ADVANCE COPY ISSUED/SLOTTED ______ BY ______ AT ______ Z

STAFF

ACTION UNIT LA 6 — INFO: FILE VR [handwritten routing]

ACTION #

T 232234 EIA995 PAGE 01 IN 424833

TOR:272124Z OCT 77 MEXI 42342

S E C R E T 272252Z OCT 77 STAFF

CITE MEXICO CITY 42342 (BERG ACTING)

TO: DIRECTOR.

WNINTEL KDSLEUTH SGCHART ADMIN RECORDS

1. LIAISON OFFICIALS JOIN STATION IN EXTENDING APPRECIATION TO [redacted] AND [redacted] FOR THEIR OUTSTANDING CONTRIBUTION TO THE CURRENT TASK OF MOULDING THE KDSLEUTHS INTO AN EFFICIENT AND EFFECTIVE COUNTERINTELLIGENCE ORGANIZATION.

2. THEIR HIGH DEGREE OF ENTHUSIASM WAS MATCHED ONLY BY THE PROFESSIONAL WAY IN WHICH THEY PREPARED THEIR INSTRUCTION MATERIAL. THE INGENUITY OF THEIR DELIVERY, AND ABOVE ALL THE HIGH IMPACT THAT THEY HAD ON THE STUDENTS AND THEIR SUPERIORS.

3. WISH TO COMPLEMENT THE ABOVE TWO COLLEAGUES FOR A JOB WELL DONE AND FOR HAVING UPHELD IN THEIR OWN RESPECTIVE FIELDS THE HIGH STANDARDS AND PRESTIGE OF THE AGENCY IN OUR EYES AND IN THOSE OF OUR LIAISON COUNTERPARTS.

4. REQUEST THAT A COPY OF THIS CABLE BE PLACED IN THEIR RESPECTIVE PERSONNEL FILES.

5. FILE: 50-6-180/2. E2 IMPDET.

S E C R E T

SECRET
(When Filled In)

08 JUL 1977

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 24 June 1977

| 1 SERIAL NUMBER | 2 NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT-CHANGE OF HOME BASE | 06 / 19 / 77 | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 COST CENTER NO. CHARGEABLE | 8 LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 7227 0172 0000 | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/CI STAFF<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | WASHINGTON, D. C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| OPERATIONS OFFICER | EP93 | DAG |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 5 | $27,548 |

18 REMARKS

I CONCUR IN THE CHANGE OF MY HOME BASE TO CI STAFF.

Joseph S. Piccolo — Date: 24 Jun 1977

CONCUR:

John Halpin (telecord) — 24 June 1977
LA/PERS — Date

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| Alec T. Monroe, C/PCS/CSS/Pers | 24 June 1977 | | 7-5-77 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 NOOTRS CODE | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 31400 | C13 | 75013 | | 1 | 12 05 35 | | |

| 28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1-CSC, 2-OTHER, 3-FICA, 4-NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE (0-NONE, 1-5 PT, 2-10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY (CAR RESV, PROV TEMP) | 39 FEDERAL HEALTH INSURANCE (0-WAIVED, 1-REG, 2-REG-OPT, 3-INELIGIBLE) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA | 44 STATE TAX DATA |
|---|---|---|---|
| 0-NO PREVIOUS SERVICE; 1-NO BREAK IN SERVICE; 2-BREAK IN SERVICE LESS THAN 3 YEARS; 3-BREAK IN SERVICE MORE THAN 3 YEARS | | FORM EXECUTED 1-YES 2-NO; CODE; NO TAX EXEMPTIONS | FORM EXECUTED 1-YES 2-NO; CODE; NO TAX EXEMP; STATE CODE |

| 45 POSITION CONTROL CERTIFICATION | 46 O P APPROVAL | DATE APPROVED |
|---|---|---|
| 7/6/77 | | 12 Jul 77 |

FORM 1152 8-72 USE PREVIOUS EDITION

SECRET

E2, IMPDET CL BY: 007622

14-00000

☐ UNCLASSIFIED ☐ INTERNAL USE ONLY ☐ CONFIDENTIAL ☐ SECRET

# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

| FROM: | EXTENSION | NO. |
|---|---|---|
| DDO | 1414 | DATE 27 September 1976 |

| TO: (Officer designation, room number, and building) | DATE RECEIVED | DATE FORWARDED | OFFICER'S INITIALS | COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.) |
|---|---|---|---|---|
| 1. C/CI | | | (12) | Thank you for sending me the Lima Station security review and the Station's response in HPLA-13576. Both are very well done and illustrate the usefulness of CI and Ops Security surveys. |
| 2. | | | | |
| 3. | | | | |
| 4. C/CI/OG | (FYI) | | B | |
| 5. DC/CI/OG MR. PICCOLO | | | | cc: ADDO DDO/REG |
| 6. C/CI/OG/AO | | | | |
| 7. + STAFF | | | | To Y: Please circulate |
| 8. | | | | |
| 9. | | | | |
| 10. | | | | Comment made by the DDO on the CI Survey of the Lima Station which was done B, Meads, Joseph Piccolo and Anthony Silen |
| 11 | | | | |
| 12. | | | | |
| 13. | | | | |
| 14 | | | | |
| 15. | | | | |

FORM 3-62 610 USE PREVIOUS EDITIONS ☐ SECRET ☐ CONFIDENTIAL ☐ INTERNAL USE ONLY ☐ UNCLASSIFIED

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 7 JULY 1976

| 1 SERIAL NUMBER | 2 NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS | 07 / 18 / 76 | REGULAR |

| 6 FUNDS | V TO V | V TO CF | 7 FAN AND NSCA | 8 LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|
| XX | CF TO V | CF TO CF | 8227-0172 0000 | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/CI STAFF<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| OPERATIONS OFFICER (14) | EP93 | DQG |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 4 | $ 25,198 |

18 REMARKS

FROM LA DIVISION.

VICE ANTHONY L. SCLEO

CONCUR: HENRY L. BERTHOLD (TELECOORD 07/07/76)
C/LA/PERSONNEL

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| M.D. McCallum<br>M.D. MCCALLUM, C/CI/SG | 07/07/76 | Daniel Andrevich<br>C/CMG/13 | 8 July 76 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOURS CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 16 | 10 | 31400 | C15 | 75013 | | 1 | 12 08 55 | | |

| 28 WTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA | | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| MO DA YR | | 1-CSC 2-OMBB 3-FICA 4-NONE / CODE | | TYPE MO DA YR | EOD DATA | | |

| 35 VET PREFERENCE | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI HEALTH INSURANCE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| CODE 0-NONE 1-5 PT 2-10 PT | MO DA YR | MO DA YR | 1-A RESV, PROV, TEMP CODE | CODE 0-WAIVED 1-REG 2-REG/OPT 3-INELIGIBLE; HEALTH INS CODE | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA | 44 STATE TAX DATA |
|---|---|---|---|
| CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS) | | FORM EXECUTED 1-YES 2-NO; CODE; NO. TAX EXEMPTIONS | FORM EXECUTED 1-YES 2-NO; CODE; NO TAX EXEMP; STATE CODE |

| 45 POSITION CONTROL CERTIFICATION | 46 O.P. APPROVAL | DATE APPROVED |
|---|---|---|
| 7-12-76 HR Kflom LA | [signature] | 7/14/76 |

FORM 8-72 1152 USE PREVIOUS EDITION

SECRET

E-2, IMPDET CL. BY: 007622

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 20 AUGUST 1975

1 SERIAL NUMBER: 025658

2 NAME (Last-First-Middle): PICCOLO, JOSEPH S.

3 NATURE OF PERSONNEL ACTION: REASSIGNMENT

4 EFFECTIVE DATE REQUESTED: MONTH 08 DAY 31 YEAR 75

5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V | V TO CF | CF TO V | X CF TO CF

7 FAN AND NSCA: 6135-4534-0000

8 LEGAL AUTHORITY (Completed by Office of Personnel)

9 ORGANIZATIONAL DESIGNATIONS:
DDO/LATIN AMERICA DIVISION
CUBA OPERATIONS GROUP
OPS BRANCH

10 LOCATION OF OFFICIAL STATION: WASHINGTON, D.C.

11 POSITION TITLE: OPERATIONS OFFICER (14)

12 POSITION NUMBER: CQ65

13 CAREER SERVICE DESIGNATION: DQG

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): GS

15 OCCUPATIONAL SERIES: 0136.01

16 GRADE AND STEP: 13 4

17 SALARY OR RATE: $23,997

18 REMARKS

FROM: DDO/LA/Managua, Nicaragua

18A SIGNATURE OF REQUESTING OFFICIAL: H. L. BERTHOLD, C/LA/PERS — DATE SIGNED: 20 AUG 75

18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER: Richard L. Schmidt DDO/CMG-13 — DATE SIGNED: 22 August 75

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOURS CODE | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 35 | 10 | 5150 | LA | 15013 | | 1 | 12 08 35 | | |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1-CSC, 2-OTHER, 3-FICA, 4-NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE (0-NONE, 1-5 PT, 2-10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP) | 39 FEGLI HEALTH INSURANCE (0-WAIVED, 1-REG, 2-REG/OPT, 3-INELIGIBLE) HEALTH INS CODE | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0-NO PREVIOUS SERVICE, 1-NO BREAK IN SERVICE, 2-BREAK IN SERVICE (LESS THAN 3 YEARS), 3-BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1-YES 2-NO, CODE, NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1-YES 2-NO, CODE, NO TAX EXEMP, STATE CODE)

45 POSITION CONTROL CERTIFICATION: CK 8/25/75 — 3 SEP 1975

46 O P APPROVAL | DATE APPROVED

FORM 8-72 1152 USE PREVIOUS EDITION — SECRET — E 2, IMPDET CL. BY. 007622

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 12 AUGUST 1975

1. SERIAL NUMBER: 025658
2. NAME (Last-First-Middle): PICCOLO, JOSEPH S.
3. NATURE OF PERSONNEL ACTION: CONVERSION FROM FSR STATUS
4. EFFECTIVE DATE REQUESTED: MONTH 08 DAY 26 YEAR 75
5. CATEGORY OF EMPLOYMENT: REGULAR
6. FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF
7. FAN AND NSCA: 6135-1049-0002
8. LEGAL AUTHORITY (Completed by Office of Personnel):
9. ORGANIZATIONAL DESIGNATIONS: DDO/LATIN AMERICA DIVISION, FOREIGN FIELD, MANAGUA, NICARAGUA STATION
10. LOCATION OF OFFICIAL STATION: MANAGUA, NICARAGUA
11. POSITION TITLE: ~~OPERATIONS~~ OPS OFFICER DXOS (13)
12. POSITION NUMBER: CR49
13. CAREER SERVICE DESIGNATION: DOG
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 13 4
17. SALARY OR RATE: $23,997
18. REMARKS: VAAT SAME

18A. SIGNATURE OF REQUESTING OFFICIAL: I.I. BERTHOLD, C/LA/PERS — DATE SIGNED: 12 AUG 75
18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature] — DATE SIGNED: 13/8/75

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOURS CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE MO DA YR | 27 DATE OF LEI MO DA YR |
|---|---|---|---|---|---|---|---|---|---|
| 56 | 0 | 51660 | LA | 52075 | | 3 | 12 08 35 | | |

28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1—FS, 2—CSRS, 3—FICA, 4—NONE; CODE) | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA (TYPE, MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE (CODE; 0—NONE, 1—5 PT, 2—10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR/RESV, PROV TEMP; CODE) | 39 FEGLI HEALTH INSURANCE (CODE; 0—WAIVED, 1—REG, 2—REG/OPT, 3—INELIGIBLE; HEALTH INS CODE) | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE; 0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO TAX EXEMP; STATE CODE)

45 POSITION CONTROL CERTIFICATION: CK 8/18/75
46 OP APPROVAL: Jackie C [signature]
DATE APPROVED: 8/18/75

FORM 1152 USE PREVIOUS EDITION

SECRET

E-2, IMPDET CL. BY: 007622

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 8/7/74

1 SERIAL NUMBER: 025658 ✓

2 NAME (Last-First-Middle): PICCOLO, JOSEPH S ✓

3 NATURE OF PERSONNEL ACTION: CHANGE OF NSCA

4 EFFECTIVE DATE REQUESTED: MONTH 08 DAY 19 YEAR 74

5 CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V TO V | V TO CF | CF TO V X | CF TO CF

7 FAN AND NSCA: 5135 1049 0002

8 LEGAL AUTHORITY (Completed by Office of Personnel)

9 ORGANIZATIONAL DESIGNATIONS:
DDO/WH DIVISSION
FOREIGN FIELD
BRANCH 2-MANAGUA, NICARAGUA STATION

10 LOCATION OF OFFICIAL STATION: MANAGUA, NICARAGUA

11 POSITION TITLE: ASST ATTACHE POL OFF
OPS OFFICER 13

12 POSITION NUMBER: 0396

13 CAREER SERVICE DESIGNATION: DQG

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS

15. OCCUPATIONAL SERIES: 0136.01

16 GRADE AND STEP: 5 4 / 13 3

17. SALARY OR RATE: 18479 ✓ / $ 22055 ✓

18 REMARKS

* Managua, Nicaragua

18A SIGNATURE OF REQUESTING OFFICIAL: Henry L Berthold WH PER

DATE SIGNED: 7 Aug 74

18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature]

DATE SIGNED: 8/9/74

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HDQTRS CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE MO DA YR | 27 DATE OF LEI MO DA YR |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51660 | WH | 53073 | 5 | 3 | 12 08 35 | | |

28 NTE EXPIRES MO DA YR | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1-CSC 2-OTHER 3-FICA 4-NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION/CANCELLATION DATA TYPE MO DA YR | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE CODE (0-NONE 1-5 PT 2-10 PT) | 36 SERV COMP DATE MO DA YR | 37 LONG COMP DATE MO DA YR | 38 CAREER CATEGORY CAR/RESV PROV/TEMP CODE | 39 FEGLI, HEALTH INSURANCE CODE (0-WAIVER 1-REG 2-REG/OPT 3-INELIGIBLE) HEALTH INS CODE | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE
0—NO PREVIOUS SERVICE
1—NO BREAK IN SERVICE
2—BREAK IN SERVICE (LESS THAN 3 YEARS)
3—BREAK IN SERVICE (MORE THAN 3 YEARS)
| 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA: FORM EXECUTED 1—YES 2—NO, CODE, NO TAX EXEMPTIONS | 44 STATE TAX DATA: FORM EXECUTED 1—YES 2—NO, CODE, NO TAX EXEMP, STATE CODE

45 POSITION CONTROL CERTIFICATION: JK 8/13/74

46 O P APPROVAL: Jack [signature]

DATE APPROVED: 8/13/74

FORM 8-72 1152 USE PREVIOUS EDITION

SECRET CLASSIFIED BY 01-0337 E2-1 APOIR

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 5 September 73

1 SERIAL NUMBER: 025658
2 NAME (Last-First-Middle): Piccolo, Joseph S

3 NATURE OF PERSONNEL ACTION: Reassignment
4 EFFECTIVE DATE REQUESTED: MONTH 09 DAY 17 YEAR 73
5 CATEGORY OF EMPLOYMENT: Regular

6 FUNDS: V TO V | V TO CF | CF TO V | X CF TO CF
7 FAN AND NSCA: 4135-1049 0001
8 LEGAL AUTHORITY (Completed by Office of Personnel):

9 ORGANIZATIONAL DESIGNATIONS:
DDO/WH Div.
Foreign Field
Branch 2 5
Managua, Nicaragua Station

10 LOCATION OF OFFICIAL STATION: Managua, Nicaragua

11 POSITION TITLE: Asst Attaché/Pol Off
Ops Off*/DCOS (23)
12 POSITION NUMBER: 0396
13 CAREER SERVICE DESIGNATION: D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS
15 OCCUPATIONAL SERIES: 0136.01
16 GRADE AND STEP: 05 3 / 13 2
17 SALARY OR RATE: 17,075 / $ 20,357

18 REMARKS
From: DDO/WH/FF/Br 5/ Rio de Janeiro
* Ops Officer DCOS occupying Ops Officer position. 09037- Rio De Janeiro, Brazil
Approved 259A attached

1 Security
1 Finance

18A SIGNATURE OF REQUESTING OFFICIAL: Henry L. Berthold C/WH/Pers — DATE SIGNED: 5 Sep 73
18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature] — DATE SIGNED: 9-7-73

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HQQTRS. CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE MO DA YR | 27 DATE OF LEI MO DA YR |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51660 | WH | 53073 | S | 3 | 12 08 35 | | |

28 NTE EXPIRES MO DA YR | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1—CSC, 2—OTHER, 3—FICA, 4—NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION/CANCELLATION DATA TYPE MO DA YR | EOD DATA | 33 SECURITY REQ NO. | 34 SEX

35 VET PREFERENCE CODE (0—NONE, 1—5 PT, 2—10 PT) | 36 SERV COMP DATE MO DA YR | 37 LONG. COMP DATE MO DA YR | 38 CAREER CATEGORY (CAR/RESV, PROV/TEMP) CODE | 39 FEGLI/HEALTH INSURANCE CODE (0—WAIVED, 1—REG, 2—REG+OPT, 3—INELIGIBLE) HEALTH INS CODE | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA: FORM EXECUTED (1—YES, 2—NO) CODE, NO TAX EXEMPTIONS | 44 STATE TAX DATA: FORM EXECUTED (1—YES, 2—NO) CODE, NO TAX EXEMP, STATE CODE

45 POSITION CONTROL CERTIFICATION: [initials] 9-7-73
46 O P APPROVAL: [signature]
DATE APPROVED: 14 Sep 73

FORM 8-72 1152 USE PREVIOUS EDITION

SECRET — CLASSIFIED BY 01-0333 — E2 IMPDET

14-00000

SECRET

DD/O 73-2921

5 JUN 1973

MEMORANDUM FOR: Deputy Director for Operations

SUBJECT : Appointment of Mr. Joseph S. Piccolo, GS-13, as Deputy Chief of Station, Managua, Nicaragua

1. The appointment of Mr. Joseph S. Piccolo, GS-13, as Deputy Chief of Station, Managua, Nicaragua, effective on or about 15 September 1973 is recommended. Mr. Piccolo would be replacing Mr. Ralph G. Seehafer.

2. Mr. Piccolo entered on duty with the Agency in February 1957. His Agency employment has been exclusively in the Western Hemisphere Division with field tours in Mexico City and Managua. He is currently serving in Rio de Janeiro as Chief of our FI Section. Mr. Piccolo has a very good command of the Spanish language.

3. A Biographic Profile, including information regarding his Agency employment and training, is attached.

James E. Flannery
Acting Chief
Western Hemisphere Division

Attachment:
Biographic Profile (Part I and Part II)

The recommendation in Paragraph 1 is APPROVED:

William E. Nelson
Deputy Director for Operations

5 Jun 1973
Date

E2, IMPDET
061062

SECRET

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 30 January 1973

1 SERIAL NUMBER: 025658

2 NAME (Last-First-Middle): Piccolo, Joseph S.

3 NATURE OF PERSONNEL ACTION: Promotion

4 EFFECTIVE DATE REQUESTED: MONTH 02 DAY 04 YEAR 73

5 CATEGORY OF EMPLOYMENT: Regular

6 FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF

7 FAN AND NACA: 3135-0694-0002

8 LEGAL AUTHORITY (Completed by Office of Personnel)

9 ORGANIZATIONAL DESIGNATIONS:
DDP/WH Division
Foreign Field
Branch5-Brasilia, Brazil Station
Rio de Janeiro, Brazil Base

10 LOCATION OF OFFICIAL STATION: Rio de Janeiro, Brazil

11 POSITION TITLE: Attache Political Officer
Ops Officer (13)

12 POSITION NUMBER: 1865

13 CAREER SERVICE DESIGNATION: D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS

15 OCCUPATIONAL SERIES: 0136.01

16 GRADE AND STEP: 05 3 / 13 2

17 SALARY OR RATE: 17,075 / $20,357

18 REMARKS:
FROM: ESXXSXX
GS-12/5

* Home Base: WH

* Rio de Janeiro, Brazil

18A SIGNATURE OF REQUESTING OFFICIAL: Henry L. Berthold, C/WH/Pers — DATE SIGNED: 31 Jan 73

18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature] — DATE SIGNED: 1/31/73

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HDQTRS CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE MO DA YR | 27 DATE OF LEI MO DA YR |
|---|---|---|---|---|---|---|---|---|---|
| 32 | 10 | 51835 | WH | 09037 | S | 3 | [illegible] | 02 04 73 | 02 04 73 |

28 NTE EXPIRES (MO. DA. YR) — 29 SPECIAL REFERENCE — 30 RETIREMENT DATA (1—CSC, 2—OTHER, 3—FICA, 5—NONE) CODE — 31 SEPARATION DATA CODE — 32 CORRECTION-CANCELLATION DATA (TYPE, MO, DA, YR) — EOD DATA — 33 SECURITY REQ. NO — 34 SEX

35 VET PREFERENCE CODE (0—NONE, 1—5 PT, 2—10 PT) — 36 SERV COMP DATE (MO DA YR) — 37 LONG COMP DATE (MO DA YR) — 38 CAREER CATEGORY (CAR RESV, PROV TEMP) CODE — 39 FEGLI HEALTH INSURANCE CODE (0—WAIVED, 1—REG, 2—REG/OPT, 3—INELIGIBLE), HEALTH INS CODE — 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) — 42 LEAVE CAT CODE — 43 FEDERAL TAX DATA (FORM EXECUTED 1—YES 2—NO, CODE, NO TAX EXEMPTIONS) — 44 STATE TAX DATA (FORM EXECUTED 1—YES 2—NO, CODE, NO TAX EXEMP, STATE CODE)

45 POSITION CONTROL CERTIFICATION: [illegible]

46 OP APPROVAL: [signature]

DATE APPROVED: 2/1/73

FORM 8-72 1152 USE PREVIOUS EDITION

SECRET

02 FEB 1973

E-2, IMPDET CL. BY. 007622

21 OCT 1972

MEMORANDUM FOR: Chairman, GS-12, CS Evaluation Board

SUBJECT : Recommendation for Promotion to GS-13, Joseph S. Piccolo

1. Mr. Joseph S. Piccolo entered on duty with the Agency in February 1957 as a file clerk. He progressed rapidly from that position to that of Intelligence Assistant and subsequent acceptance into the Agency Junior Officer Trainee Program. In addition to Headquarters assignments he has served as operations officer in Mexico City Station (1965-1968) and Managua Station (1968-1969). Since February 1970 he has been assigned to Brasilia Station, Base Rio de Janeiro, where he is serving on an extension of tour until June 1973. He has been in grade GS-12 since September 1968.

2. M. Piccolo has been consistently evaluated as a very Strong performer in his current grade and this in a variety of assignments which have progressed upwards in responsibility and have included field FI and liaison responsibilities, Headquarters desk officer and liaison officer; up to his current assignment as senior officer in charge of one of the Station's major operational programs, Communist Party and terrorist operations including direct handling of the Station's most sensitive CP agent. He has been evaluated by the Rio de Janeiro Base Chief as the most mature, dependable and competent case officer at the Base. He has excelled in the handling of intricate sensitive penetration operations where the highest professional standards are demanded. He carries a very heavy work load lightly and is a prodigious contributor in both operational and information reporting. His performance as a supervisor has been characterized by conscientiousness, a good sense of detail, perceptiveness, fairness and firmness. Two Chiefs of Station have emphatically endorsed the very

high evaluation placed on Mr. Piccolo's performance. His current COS has especially commended him on his handling of a complex current case involving liaison in which Mr. Piccolo has demonstrated an unusual grasp of detail, excellent judgment, poise under pressure, and extraordinary stamina. The ~~COS has~~ stated that Mr. Piccolo is already performing well above the GS-13 level.

3. Several supervisors have commented on Mr. Piccolo's quiet unassuming personality which belies the intensity with which he approaches his work. Underlying the quiet manner it has been noted that he is tough-minded and aggressive in his agent handling and exploitation and is highly experienced and skilled in the basic craft of the intelligence business. He is linguistically talented and can function in both the Spanish and Portuguese languages. He has had the ~~basic~~ Agency operations courses including some in technical operations. He is also an intelligent supervisor with a capability for lighting fires under his charges when necessary. He is highly respected and appreciated by all his colleagues and though he maintains a low-profile he moves easily in his official cover circles.

4. Mr. Piccolo has already proven his ability to perform at the next highest grade. Most supervisors have emphasized his potential for assuming ever increasing responsibilities. He has realized this potential with each succeeding assignment and particularly in his current one. He fits both the general and specific criteria for promotion. He has shown himself in possession of the requisite qualities of reliability, seriousness of purpose, imagination, and dedication. He has personally applied the specifics of his profession in a successful manner and has demonstrated his ability to supervise and inspire others in their application as well.

5. Mr. Piccolo's request for a one-year extension of his current tour has been approved. At the culmination of that period an appropriate assignment will be arranged for him commensurate with the Agency's needs, his desires and the continued furtherance of his career.

6. It is hereby strongly recommended that Mr. Piccolo be promoted from GS-12 to GS-13.

Theodore G. Shackley
Chief
Western Hemisphere Division

14-00000

SECRET
(When Filled In)

## REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 17 February 1972

1. SERIAL NUMBER: 025658
2. NAME (Last-First-Middle): Piccolo, Joseph S.
3. NATURE OF PERSONNEL ACTION: Reassignment
4. EFFECTIVE DATE REQUESTED: MONTH 02 DAY 20 YEAR 72
5. CATEGORY OF EMPLOYMENT: Regular
6. FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF
7. FINANCIAL ANALYSIS NO CHARGEABLE: 2135-0694
8. LEGAL AUTHORITY (Completed by Office of Personnel):
9. ORGANIZATIONAL DESIGNATIONS:
DDP/WH Division
Foreign Field
Branch 5 - Brasilia, Brazil Station
Rio do Janeiro, Brazil Base
10. LOCATION OF OFFICIAL STATION: Rio de Janeiro, Brazil ~~Base~~
11. POSITION TITLE: Attache, Political Officer
Ops Officer (D43)
12. POSITION NUMBER: 1865
13. CAREER SERVICE DESIGNATION: D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 05 2 / 12 4
17. SALARY OR RATE: 15,732 / $17,453
18. REMARKS:

FROM: DDP/WH/FF/BR 5/RIO DE JANEIRO BASE/0197 *HOME BASE: WH

* Rio de Janeiro, Brazil

18A. SIGNATURE OF REQUESTING OFFICIAL: Henry L. Berthold, C/WH/Pers
DATE SIGNED: 17 Feb 72
18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature]
DATE SIGNED: 23 Feb '72

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY. CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOOTES CODE | 25 DATE OF BIRTH MO. DA. YR. | 26 DATE OF GRADE MO. DA. YR. | 27 DATE OF LEI MO. DA. YR. |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51525 | WH | 07037 | 5 | 3 | 12 08 35 | | |

| 28 NTE EXPIRES MO. DA. YR. | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1—CSC, 2—CDSB, 3—FICA, 4—NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION/CANCELLATION DATA TYPE MO DA YR | EOD DATA | 33 SECURITY NO. | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE CODE (0—NONE, 1—5 PT, 2—10 PT) | 36 SERV COMP DATE MO. DA. YR | 37 LONG COMP. DATE MO DA YR | 38 CAREER CATEGORY CAR./RES. PROV. TEMP CODE | 39 FEGLI/HEALTH INSURANCE CODE (0—WAIVED, 1—REG, 2—REG/OPT, 3—INELIGIBLE) HEALTH INS CODE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA FORM EXECUTED (1—YES, 2—NO) CODE / NO TAX EXEMPTIONS | 44 STATE TAX DATA FORM EXECUTED (1—YES, 2—NO) CODE / NO TAX EXEMP / STATE CODE |
|---|---|---|---|
| | | | |

45. POSITION CONTROL CERTIFICATION: [signature] 2-24-72
46. OP APPROVAL: [signature]
DATE APPROVED: 2-24-72

FORM 1152 USE PREVIOUS EDITION

25 FEB 1972

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

(4)

SECRET/RYBAT - TELEPOUCH

DISPATCH NO - HBRT-08619

DATE - 3 NOVEMBER 1971

TO - CHIEF, WESTERN HEMISPHERE DIVISION

INFO - CHIEF OF STATION, BRASILIA

FROM - CHIEF OF BASE, RIO DE JANEIRO  Joseph S. Piccolo

SUBJECT - FORWARDING OF FITNESS REPORT - HOWARD A. TRECKLER

REF - DIRECTOR 190967

FORWARDED HEREWITH IS A FITNESS REPORT FOR HOWARD AM TRECKLER.

SPECIFIC DUTIES

1. SENIOR FI OFFICER WITH SUPERVISORY RESPONSIBILITIES OVER ONE JUNIOR OFFICER AND ONE CAREER AGENT. S

2. STATION CP OFFICER WITH COORDINATING RESPONSIBILITIES OVER STATION AND BASE ACTIVITIES AND DIRECT AGENT HANDLING FUNCTIONS AGAINST CP AND RELATED TARGETS. S

3. CASOLOFFICER FOR SEVERAL SENSITIVE, COMPLEX, HIGH LEVEL PENETRATIONS OF VARIOUS HIGH PRIORITY TARGETS. S

OVERALL PERFORMANCE IN CURRENT POSITION S

NARRATIVE COMMENTS

SUBJECT IS PERHAPS THE MOST MATURE, DEPENDABLE AND COMPETENT CASE OFFICER WE HAVE. HE HAS EXCELLED IN THE HANDLING OF INTRICATE, SENSITIVE PENETRATION OPERATIONS WHERE THE HIGHEST PROFESSIONAL STANDARDS ARE DEMANDED. HE CARRIES A VERY HEAVY WORK LOAD LIGHTLY AND IS A PRODIGIOUS CONTRIBUTOR IN BOTH OPERATIONAL AND INFORMATION REPORTING. HIS PERFORMANCE AS A SUPERVISOR HAS BEEN CHARACTERIZED BY CONSCIENTIOUSNESS, A GOOD SENSE OF DETAIL, PERCEPTIVENESS, FAIRNESS AND FIRMNESS. HE IS AT HIS BEST IN PRACTICAL SITUATIONS,

HOWEVER COMPLEX AND OBSCURE, RATHER THAN IN DEALING WITH PHILOSOPHICAL OR THEORETICAL PROBLEMS BUT THIS IS OBVIOUSLY MORE A MATTER OF INCLINATION, THAN OF INTELLECT. HE IS HIGHLY RESPECTED AND APPRECIATED BY ALL HIS COLLEAGUES AND ESPECIALLY BY THIS SUPERVISORM

SUBJECT IS UNDER GRADE FOR HIS PERFORMANCE, EXPERIENCE AND RESPONSIBILITIES. HE IS OF ALL THE BASE OFFICERS MOST DESERVING OF A PROMOTION. A SEPARATE RECOMMENDATION TO THIS EFFECT IS BEING FORWARDED.

REVIEWING OFFICIAL COMMENTS

THE COS CONCURS EMPHATICALLY WITH THIS WELL-WRITTEN EVALUATION. THE SUBJECT IS VASTLY UNDER-RATED IN JKLANCE, PERHAPS BECAUSE OF HIS QUIET, UNASSUMING PERSONALITY. BUT HE IS A STRONG, VERY STRONG, OFFICER. HIS ABILITY TO HANDLE THE MOST DIFFICULT DETAIL SHOULD NOT DETRACT FROM HIS OVERALL CAPABILITIES. HE IS SOUND AS A ROCK, AND MERITS A PROMOTION, WHICH IS RECOMMENDED BY THE COS.

LESTER T. ARKLEIGH

DISTRIBUTION VIA TP

C/WHD

DISTRIBUTION VIA POUCH

COS, BRASILIA

14-00000

SECRET

(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 25 May 1970

| 1 SERIAL NUMBER | 2 NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 05 / 31 / 70 | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 FINANCIAL ANALYSIS NO CHARGEABLE | 8 LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 0135 0694 | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH/FOREIGN FIELD<br>BRANCH 5<br>RIO DE JANEIRO, BRAZIL STATION | RIO DE JANEIRO, BRAZIL |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| ATTACHE POLITICAL OFF<br>OPS OFFICER (13) | 0197 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 05 1<br>12 3 | $13,618<br>$15,138 |

18 REMARKS

FROM: DDP/WH/DEV. COMP
APPROVED 259a ATTACHED

*HOME BASE WH

* Wash, D.C.

1 - Finance
2 - Security

Security [illegible] 5/22

DG 6/2

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| Henry L. Berthold<br>C/WH/Pers | 25 May 70 | [signature] | [illegible] |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOURS CODE | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51730 | [illegible] | 09237 | 5 | 3 | 12 08 35 | | |

| 28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1-CSC, 2-OTHER, 3-FICA, 5-NONE) | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|
| | | | | | EOD DATA | |

| 35 VET PREFERENCE (0-NONE, 1-5 PT, 2-10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI HEALTH INSURANCE (0-WAIVED, 1-YES) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0-NO PREVIOUS SERVICE, 1-NO BREAK IN SERVICE, 2-BREAK IN SERVICE (LESS THAN 3 YEARS), 3-BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1-YES 2-NO, CODE, NO TAX EXEMPTIONS) | 44 STATE TAX DATA |
|---|---|---|---|
| | | | |

| 45 POSITION CONTROL CERTIFICATION | 46 O P APPROVAL | DATE APPROVED |
|---|---|---|
| 06-0270 [illegible] | [signature] | [illegible] |

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

14-00000

SECRET

| 1. NAME (Last, First, Middle) | 2. DATE OF BIRTH | 3. GRADE |
|---|---|---|
| Piccolo, Joseph | 8 December 1935 | GS-12 |
| 4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment) | 5. PRESENT POSITION | 6. EMPLOYEE EXTENSION |
| DDP WH/COG | Ops Officer | 6815 |
| 7. PROPOSED STATION | 8. PROPOSED POSITION (Title, Number, Grade) | |
| Rio de Janeiro, Brazil | Ops Officer/5197/ GS-13 | |
| 9. TYPE OF COVER AT NEW STATION | 10. ESTIMATED DATE OF DEPARTURE | 11. NO. OF DEPENDENTS TO ACCOMPANY |
| State | o/a 1 June 70 | 1 |

12. COMMENTS

Vice Robert Stone
Forms DS 1686 attached

Paul ... CSPS/B

| 13. DATE OF REQUEST | 14. SIGNATURE OF REQUESTING OFFICIAL | 15. ROOM NUMBER AND BUILDING | 16. EXTENSION |
|---|---|---|---|
| 2 February 1970 | for Susan E. Ruttenberg / Susan E. Ruttenberg | 3D 5309 Hqs. | 6815 |

17. OFFICE OF MEDICAL SERVICES DISPOSITION

18. OFFICE OF SECURITY DISPOSITION

19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION

3 MAR 1970

42 LT ...

REQUEST FOR PCS OVERSEAS EVALUATION

FORM 259a USE PREVIOUS EDITIONS

SECRET

(4)

14-00000

SECRET

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 3 February 1970

1. SERIAL NUMBER: 025658
2. NAME (Last-First-Middle): PICCOLO, JOSEPH S
3. NATURE OF PERSONNEL ACTION: REASSIGNMENT
4. EFFECTIVE DATE REQUESTED: MONTH 02 DAY 08 YEAR 70
5. CATEGORY OF EMPLOYMENT: REGULAR
6. FUNDS: V TO V | V TO CF | CF TO V | X CF TO CF
7. FINANCIAL ANALYSIS NO. CHARGEABLE: 0135 0623
8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS: DDP/WH DEVELOPMENT COMPLEMENT
10. LOCATION OF OFFICIAL STATION: WASH., D.C.
11. POSITION TITLE: FOREIGN SERV. RES. OFF OPS OFFICER
12. POSITION NUMBER: 9997
13. CAREER SERVICE DESIGNATION: D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 06 2 / 12 3
17. SALARY OR RATE: 10,962 / $14,281

18. REMARKS: * WASH, D.C.

FROM: DDP/WH/COG/ON ISLAND OPERATIONS BR./POS # 1159

* FOR TRAINING

1 - Finance

18A. SIGNATURE OF REQUESTING OFFICIAL: Henry L. Berthold C/WH/Pers — DATE SIGNED: 3 2 1 70

18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: Paul M. [illegible] — DATE SIGNED: 6 Feb 70

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 VOCTRS CODE | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 13 | 51997 | WH | 15013 | S | 1 | 12 05 35 | | |

28 DATE EXPIRES; 29 SPECIAL REFERENCE; 30 RETIREMENT DATA (1—CSC, 2—CSGN, 3—FICA, 5—NONE); 31 SEPARATION DATA CODE; 32 CORRECTION CANCELLATION DATA; EOD DATA; 33 SECURITY REQ NO; 34 SEX

35 VET PREFERENCE (0—NONE, 1—5 PT, 2—10 PT); 36 SERV COMP DATE; 37 LONG COMP DATE; 38 CAREER CATEGORY; 39 FEGLI / HEALTH INS CODE; 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERV (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)); 42 LEAVE CAT CODE; 43 FEDERAL TAX DATA; 44 STATE TAX DATA

45 POSITION CONTROL CERTIFICATION: C2-10-70 [illegible]

46 O.P. APPROVAL: [illegible signature] — DATE APPROVED: 02-10-70

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 24 JUNE 69

| 1 SERIAL NUMBER | 2 NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH DAY YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 07 03 69 | REGULAR |

6 FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF

7 FINANCIAL ANALYSIS NO. CHARGEABLE: 0135 0620

8 LEGAL AUTHORITY (Completed by Office of Personnel)

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>WH/COG<br>ON-ISLAND OPERATIONS BRANCH | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| POL OFFICER<br>OPS OFFICER (141) | 1159 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 06 1<br>12 2 | 9721<br>$ 12580 |

18 REMARKS

FROM: Pos. #1152

X [signature] D.C.

1 - Finance

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| Henry L. Berthold<br>C/WH/Personnel | 26 Jun 69 | [signature] | 2 July 69 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOOTRS CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51500 | WH | 7523 | S | 1 | 12 08 35 | | |

28 LEI EXPIRES · 29 SPECIAL REFERENCE · 30 RETIREMENT DATA (1-CSC, 2-OTHER, 3-FICA, 5-NONE) · 31 SEPARATION DATA CODE · 32 CORRECTION CANCELLATION DATA · EOD DATA · 33 SECURITY REG NO · 34 SEX

35 VET PREFERENCE (0-NONE, 1-5 PT, 2-10 PT) · 36 SERV COMP DATE · 37 LONG COMP DATE · 38 CAREER CATEGORY · 39 FEGLI HEALTH INSURANCE · 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0-NO PREVIOUS SERVICE, 1-NO BREAK IN SERVICE, 2-BREAK IN SERVICE (LESS THAN 3 YEARS), 3-BREAK IN SERVICE (MORE THAN 3 YEARS)) · 42 LEAVE CAT · 43 FEDERAL TAX DATA · 44 STATE TAX DATA

| 45 POSITION CONTROL CERTIFICATION | 46 OP APPROVAL | DATE APPROVED |
|---|---|---|
| 07-03-69 [initials] | [signature] | 07 03 69 |

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 17 Feb 69

1. SERIAL NUMBER: 025658

2. NAME (Last-First-Middle): PICCOLO, JOSEPH S.

3. NATURE OF PERSONNEL ACTION: REASSIGNMENT

4. EFFECTIVE DATE REQUESTED: [illegible] 69

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V to CF / CF to V — X

7. FINANCIAL ANALYSIS NO. CHARGEABLE: 9135 0620

8. LEGAL AUTHORITY (Completed by Office of Personnel)

9. ORGANIZATIONAL DESIGNATIONS:
DDP/WH
WH/COG
THIRD COUNTRY BRANCH

10. LOCATION OF OFFICIAL STATION: WASH., D.C.

11. POSITION TITLE: OPS OFFICER (handwritten: P/L Officer (13))

12. POSITION NUMBER: 1152

13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE: FSR / GS

15. OCCUPATIONAL SERIES: 0136.01

16. GRADE AND STEP: 06 1 / 12 2

17. SALARY OR RATE: 9721 / $ 12580

18. REMARKS

FROM: Pos.#0396, WH/Br.2/Managua, Nicaragua

Security Approval [illegible] 2-19-68
Clr 2-25-69

1 - Security
1 - Finance

18A. SIGNATURE OF REQUESTING OFFICIAL: Henry L. Berthold, C/WH Personnel — DATE SIGNED: 17 Feb 69

18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature] — DATE SIGNED: [illegible]

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING (Numeric / Alphabetic) | 22 STATION CODE | 23 INTEGREE CODE | 24 VOCTRL CODE | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LD |
|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 5[illegible] / [illegible] | [illegible] | 5 | 1 | [illegible] | | |

28 NTE EXPIRES — 29 SPECIAL REFERENCE — 30 RETIREMENT DATA — 31 SEPARATION DATA CODE — 32 CORRECTION/CANCELLATION DATA — EOD DATA — 33 SECURITY REQ NO — 34 SEX

35 VET PREFERENCE — 36 SERV. COMP. DATE — 37 LONG COMP DATE — 38 CAREER CATEGORY — 39 FEGLI / HEALTH INSURANCE — 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE — 42 LEAVE CAT CODE — 43 FEDERAL TAX DATA — 44 STATE TAX DATA

45 POSITION CONTROL CERTIFICATION: [illegible] — 46 O.P. APPROVAL: [signature] — DATE APPROVED: [illegible]

FORM 1152 USE PREVIOUS EDITION

SECRET

14-00000

Executive Registry
68-3552

TREASURY DEPARTMENT
UNITED STATES SECRET SERVICE
OFFICE OF THE DIRECTOR
WASHINGTON, D.C. 20226

August 1, 1968

68-3266

The Honorable
Richard M. Helms
Director
Central Intelligence Agency
McLean, Virginia

Dear Dick:

As you know, the President and Mrs. Johnson visited Managua, Nicaragua on Monday, July 8, 1968, upon their return from the San Salvador Conference.

Assistant to the Special Agent in Charge Ronald M. Pontius of the Presidential Protective Division, has informed me that Mr. Joseph Piccolo and Mr. Carl Jenkins were of particular assistance in establishing and coordinating the relations with the Nicaraguan security organizations, and President Somoza's staff. Mrs. Elizabeth Jenkin's assistance as an interpreter was also greatly appreciated.

Personally and on behalf of the United States Secret Service, I wish to extend my sincere appreciation and thanks to the above mentioned personnel for the capable and professional manner in which they performed their duties.

Sincerely,

James J. Rowley

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 27 AUGUST 1968

1 SERIAL NUMBER: 025658
2 NAME (Last-First-Middle): PICCOLO, JOSEPH S.

3 NATURE OF PERSONNEL ACTION: PROMOTION
4 EFFECTIVE DATE REQUESTED (MONTH DAY YEAR): 9 15 68
5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V | CF TO V | XX CF TO CF | V TO CF
7 FINANCIAL ANALYSIS NO. CHARGEABLE: 9135 1049
8 LEGAL AUTHORITY (Completed by Office of Personnel)

9 ORGANIZATIONAL DESIGNATIONS:
DDP WH
FOREIGN FIELD
BRANCH 2
MANAGUA, NICARAGUA STATION

10 LOCATION OF OFFICIAL STATION: MANAGUA, NICARAGUA

11 POSITION TITLE: POLITICAL OFFICER / OPS OFFICER (13)
12 POSITION NUMBER: 0396
13 CAREER SERVICE DESIGNATION: D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS
15 OCCUPATIONAL SERIES: 0136.01
16 GRADE AND STEP: 07 4 / 12 2
17 SALARY OR RATE: 8,969 / $ ~~12,xxx~~ 12580

18 REMARKS

PSI 9-22-68.

FROM: GS-11/4 $11,223

* Managua, Nicaragua

1 - Finance

18A SIGNATURE OF REQUESTING OFFICIAL: HENRY L. BERTHOLD, C/WH PERSONNEL
DATE SIGNED: 28 Aug 68
18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature]
DATE SIGNED: 3 SEP 1968

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 ROSTER CODE | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 32 | 10 | 51650 | WH | 5201 | S | 3 | 12 18 35 | 09 22 68 | 09 22 68 |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI HEALTH INSURANCE | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA | 44 STATE TAX DATA

45 POSITION CONTROL CERTIFICATION: [signature]
46 O P APPROVAL: [signature]
DATE APPROVED: 4 Sep 68

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

EYES ONLY
SECRET

16 JUL 1968

MEMORANDUM FOR: Secretary, CS/CS Panel (Section B)

SUBJECT : Recommendation for Promotion to Grade GS-12--Mr. Joseph S. Piccolo

1. It is recommended that Mr. Joseph S. Piccolo be promoted to the grade of GS-12. Mr. Piccolo has been in grade as a GS-11 since September 1966 and is presently serving as an operations officer at Managua, Nicaragua.

2. Mr. Piccolo is a promising young officer who first entered the Agency in 1957 as a clerk in Agency Records section (RI). He also did a tour in the Records Section of the Mexico City Station. After a short separation for military service, Mr. Piccolo returned to the Agency and later was appointed to the Junior Officer Training Program. Since his completion of that program he has served in Headquarters and Mexico City as an operations officer prior to his assignment to Managua in March of 1968.

3. Mr. Piccolo has consistently received high ratings from his superiors in the field and at Headquarters. He is an active operations officer with a special flair for agent handling. He has a good command of the Spanish language, is a dedicated employee of the Agency and has a great deal of growth potential. Since going to Managua he has been in charge of the Managua Station during the home leave absence of the Chief of Station for a period of almost two months, during which time the Station continued its high level of performance. While this was his first period of his career where he had supervisory responsibility, he did show himself to have ability in this area and is a further indication of his growth potential.

William V. Broe
Chief
Western Hemisphere Division

EYES ONLY
SECRET

SECRET
(When Filled In)

## REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 27 JUNE 1968

1 SERIAL NUMBER: 025658

2 NAME (Last-First-Middle): PICCOLO, JOSEPH S.

3 NATURE OF PERSONNEL ACTION: ~~REASSIGNMENT~~ - ~~CORRECTION~~

4 EFFECTIVE DATE REQUESTED: MONTH / DAY / YEAR

5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V | TO CF | CF TO V | XX CF TO CF

7 FINANCIAL ANALYSIS NO. CHARGEABLE: 8135 1049

8 LEGAL AUTHORITY (Completed by Office of Personnel)

9 ORGANIZATIONAL DESIGNATIONS:
DDP/WH
FOREIGN FIELD
BRANCH 2
MANAGUA, NICARAGUA STATION

10 LOCATION OF OFFICIAL STATION: MANAGUA, NICARAGUA

11 POSITION TITLE:
POLITICAL OFFICER
OPS OFFICER

12 POSITION NUMBER: 0396

13 CAREER SERVICE DESIGNATION: D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS

15 OCCUPATIONAL SERIES: 0136.01

16 GRADE AND STEP: 07 4 / 11 4

17 SALARY OR RATE: 8,596 / $10,623

18 REMARKS

~~CORRECTION OF FINANCIAL ANALYSIS NO FROM 2004 to 1049~~

+ Managua, Nicaragua

1 - Finance

18A SIGNATURE OF REQUESTING OFFICIAL: HENRY L. BERTHOLD, C/WH/PERSONNEL

DATE SIGNED: 27 Jun '68

18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER

DATE SIGNED: 1 JUL

### SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOOTRS CODE | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 31 | 10 | 51650 | WH | 52012 | 5 | 3 | | | |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1-CSC, 2-OASA, 3-FICA, 4-NONE) | 31 SEPARATION DATA CODE | 32 CORRECTION-CANCELLATION DATA | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE (0-NONE, 1-5 PT, 2-10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI HEALTH INSURANCE (0-WAIVED, 1-YES) | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0-NO PREVIOUS SERVICE, 1-NO BREAK IN SERVICE, 2-BREAK IN SERVICE (LESS THAN 3 YEARS), 3-BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1-YES 2-NO, CODE, NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1-YES 2-NO, CODE, NO TAX EXEMP, STATE CODE)

45 POSITION CONTROL CERTIFICATION | 46 O P APPROVAL | DATE APPROVED

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 5 APRIL 1968

| 1 SERIAL NUMBER | 2 NAME (Last-First-Middle) |
|---|---|
| 25658 | PICCOLO, JOSEPH S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 04 / 21 / 68 | REGULAR |

| 6 FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7 FINANCIAL ANALYSIS NO. CHARGEABLE | 8 LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|---|---|
| | | | | XX | 8135 1094 | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>FOREIGN FIELD<br>BRANCH 2<br>MANAGUA, NICARAGUA STATION | MANAGUA, NICARAGUA |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| POLITICAL OFFICER<br>OPS OFFICER (13) | 0396 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 07 4<br>11 4 | 8,596<br>$10,623 |

18 REMARKS

* Dufico

FROM: DDP/WH/1/MEXICO CITY/SLOT 0939

*Subject must engage in language study during this tour and fully qualify at the intermediate level upon completion of tour per [illegible].

1 - Finance

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| HENRY L. BERTHOLD<br>C/WH/PERSONNEL | 9 Apr 68 | [signature] | 19 APR 1968 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | 21 OFFICE CODING ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOOTPS CODE | 25 DATE OF BIRTH MO. | DA | YR | 26 DATE OF GRADE MO / DA / YR | 27 DATE OF LEI MO / DA / YR |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51652 | WH | 52613 | 5 | 3 | 12 | 05 | 35 | | |

| 28 NTE EXPIRES MO / DA / YR | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1—CSC, 2—CIARDS, 3—FICA, 5—NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA TYPE / MO / DA / YR | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE CODE (0—NONE, 1—5 PT, 2—10 PT) | 36 SERV COMP DATE MO / DA / YR | 37 LONG COMP DATE MO / DA / YR | 38 CAREER CATEGORY (CAR RESV, PROV, TEMP) CODE | 39 FEGLI HEALTH INSURANCE CODE (0—WAIVED, 1—YES) / HEALTH INS. CODE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA: FORM EXECUTED (1—YES, 2—NO) / CODE / NO. TAX EXEMPTIONS | 44 STATE TAX DATA: FORM EXECUTED (1—YES, 2—NO) / CODE / NO TAX EXEMP / STATE CODE |
|---|---|---|---|
| | | | |

| 45 POSITION CONTROL CERTIFICATION | 46 O.P. APPROVAL | DATE APPROVED |
|---|---|---|
| 4/22/68 | McKee[illegible] | [illegible] |

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

14-00000

SECRET
(When Filled In)

G-57

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 10 April 1967

| 1. SERIAL NUMBER | 2. NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

3. NATURE OF PERSONNEL ACTION: DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM

4. EFFECTIVE DATE REQUESTED: MONTH 05 DAY 07 YEAR 67

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF

7. COST CENTER NO. CHARGEABLE: 7135-0990

8. LEGAL AUTHORITY (Completed by Office of Personnel): PL 88-643 Sect. 203

9. ORGANIZATIONAL DESIGNATIONS: DDP/WH

10. LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO

11. POSITION TITLE:

12. POSITION NUMBER:

13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.):

15. OCCUPATIONAL SERIES:

16. GRADE AND STEP: 11

17. SALARY OR RATE: $

18. REMARKS

EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.

| 18A. SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| | | | |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING (NUMERIC, ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 HOURS CODE | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE (MO DA YR) | 27 DATE OF LEI (MO DA YR)

28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1-CSC, 2-FICA, 3-NONE) CODE: 2 | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA (TYPE, MO DA YR) | EOD DATA | 33 SECURITY RFQ NO | 34 SEX

35 VET PREFERENCE (CODE; 0-NONE, 1-5 PT, 2-10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI HEALTH INSURANCE | 40 SOCIAL SECURITY NO

41 PREVIOUS GOVERNMENT SERVICE DATA (0-NO PREVIOUS SERVICE; 1-NO BREAK IN SERVICE; 2-BREAK IN SERVICE LESS THAN 3 YEARS; 3-BREAK IN SERVICE MORE THAN 3 YEARS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1-YES 2-NO; CODE; NO. TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1-YES 2-NO; CODE; NO TAX EXEMP; STATE CODE)

45 POSITION CONTROL CERTIFICATION: 04-19-67 H

46 OP APPROVAL: See memo signed by D/Pers dated 12 APR 1967

DATE APPROVED:

FORM 1152 USE PREVIOUS EDITION

SECRET

14-00000

SECRET
(When Filled In)

26 May 1967

Joseph S Piccolo

MEMORANDUM FOR: [redacted]

THROUGH : Chief of Station, Mexico City

SUBJECT : Notification of Designation as a Participant in the Organization Retirement and Disability System

REFERENCE : Book Dispatch 5096 dated 12 August 1965

1. You have been found to be qualified as a participant in the Organization Retirement and Disability System and have been so designated effective 7 May 1967

2. Although such designation under present statutes is viewed favorably by most persons, the regulation governing this retirement system gives the individual the right to appeal such a determination if he deems the designation adverse to his best interests. In order that this technical requirement may be satisfied, you are hereby notified of your right to appeal. An appeal with reasons therefore must be received in Headquarters within 60 days of the date of this memorandum or acceptance of designation will be assumed. Any questions that you may have in connection with your designation that cannot be answered by referring to referenced Book Dispatch should be forwarded to Headquarters.

3. We believe that the benefits of the Organization Retirement System are superior to the benefits of the Civil Service Retirement System. However, there are a few situations in which an employee *at the time of retirement* may have so many years of service (almost 37) that he would receive a higher annuity under the Civil Service System. Because of this, the policy decision has been made that a participant in the Organization System who would receive a higher annuity under the Civil Service System may, not later than one year prior to his retirement, apply to be removed from our system and transferred to the Civil Service System. Thus, you should not anticipate this contingency as a factor in deciding whether you regard your designation as a participant adverse to your best interests.

Richard B. Egan

RICHARD B. EGAN

SECRET

GROUP 1
Excluded from automatic downgrading and declassification

14-00000

SECRET

5 JUL 1966

MEMORANDUM FOR: Secretary, CS/CS Panel (Section B)

SUBJECT : Recommendation for Promotion to Grade GS-11, Joseph S. Piccolo

1. It is recommended that Joseph S. Piccolo be promoted from GS-10 to GS-11. Subject has been stationed in Mexico City since April 1965.

2. Chief of Station, Mexico City stated in his recommendation for promotion of Piccolo that Subject has been an unusually productive officer since his arrival in Mexico City. He is capable of carrying a large workload. He has initiative and drive and the quality of his work is uniformly excellent. His command of Spanish has enabled him to handle agents in that language without any difficulty. He has the ability to handle agents of widely varying ages and social levels. His ability to make himself at once liked and respected has contributed to make him an excellent agent handler. He has put to good use the professional training he received as a member of the JOT program.

3. The latest Fitness Report submitted on Subject dated 1 June 1966 gives subject an Outstanding in Agent Handling and an overall performance of Strong. This Fitness Report states that every operation assigned to Subject has shown marked improvement under his tutelage, that his operational reporting is exemplary, and that he has won the admiration and respect of his colleagues and agent assets alike. The Rating Officer states that he has never served with a more promising young case officer in his 18 years of KUBARK experience. Promotion of this officer is fully endorsed by the undersigned.

William V. Broe
Chief,
Western Hemisphere Division

SECRET

14-00000

SECRET

(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 19 SEPT 1966

| 1. SERIAL NUMBER | 2. NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 09 / 25 / 66 | REGULAR |

| 6. FUNDS | V TO V | | V TO CF | 7. FINANCIAL ANALYSIS NO. CHARGEABLE | 8. LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|---|
| | CF TO V | XX | CF TO CF | 7135 0990 | |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>FOREIGN FIELD<br>BRANCH 1<br>MEXICO CITY, MEXICO STATION | MEXICO CITY, MEXICO |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. CAREER SERVICE DESIGNATION |
|---|---|---|
| POLIT OFFICER<br>OPS OFFICER (~~12~~) (11) | 0939 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 7 3<br>11 ~~X~~ 3 | 7,975<br>$ ~~10,180~~ ~~9831~~ 10,166 |

18. REMARKS

FROM: GS-10/~~X~~ $8,997

C 46

1 Finance

| 18A. SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| Robert D. Cashman C/WH/Pers | 19 Sept 66 | [signature] | SEP 21 1966 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. EMPLOY. CODE | 21. OFFICE CODING NUMERIC | ALPHABETIC | 22. STATION CODE | 23. INTEGREE CODE | 24. HOOTERS CODE | 25. DATE OF BIRTH MO. DA. YR. | 26. DATE OF GRADE MO. DA. YR. | 27. DATE OF LEI MO. DA. YR. |
|---|---|---|---|---|---|---|---|---|---|
| 22 | 10 | 51620 | WH | 45025 | | 3 | 12 08 35 | | |

| 28. MTI EXPIRES MO. DA. YR. | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1-CSC, 2-FICA, 3-NONE) CODE | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA TYPE / MO. DA. YR. | | 33. SECURITY REQ. NO. | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | SEE DATA | | |

| 35. VET PREFERENCE CODE (0-NONE, 1-5 PT, 2-10 PT) | 36. SERV. COMP. DATE MO. DA. YR. | 37. LONG COMP. DATE MO. DA. YR. | 38. CAREER CATEGORY CODE | 39. FEGLI HEALTH INSURANCE CODE (0-WAIVER, 1-YES) | HEALTH INS. CODE | 40. SOCIAL SECURITY NO. |
|---|---|---|---|---|---|---|
| | | | | | | |

| 41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0-NO PREVIOUS SERVICE, 1-NO BREAK IN SERVICE, 2-BREAK IN SERVICE (LESS THAN 3 YEARS), 3-BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA: FORM EXECUTED (1-YES, 2-NO) / CODE / NO. TAX EXEMPTIONS | 44. STATE TAX DATA: FORM EXECUTED / CODE / NO. TAX EXEMP. / STATE CODE |
|---|---|---|---|
| | | 2655 | [illegible] 00 |

| 45. POSITION CONTROL CERTIFICATION | 46. O P APPROVAL | DATE APPROVED |
|---|---|---|
| C9-22-06N | [signature] | [illegible] |

FORM 8-66 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 27 AUGUST 1965

1 SERIAL NUMBER: 025658
2 NAME (Last-First-Middle): PICCOLO, JOSEPH S.

3 NATURE OF PERSONNEL ACTION: PROMOTION
4 EFFECTIVE DATE REQUESTED: MONTH AUG DAY 29 YEAR 65
5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V | V TO CF | CF TO V | XX CF TO CF
7 COST CENTER NO. CHARGEABLE: 6135 0990
8 LEGAL AUTHORITY (Completed by Office of Personnel)

9 ORGANIZATIONAL DESIGNATIONS:
DDP/WH
FOREIGN FIELD
BRANCH 1
MEXICO CITY STATION

10 LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO

11 POSITION TITLE: Polit. Officer ~~OPS OFFICER~~
12 POSITION NUMBER: 0939
13 CAREER SERVICE DESIGNATION: D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR GS ~~(11)~~
15 OCCUPATIONAL SERIES: 0136.01
16 GRADE AND STEP: 07 2 10 ~~2~~ 3
17 SALARY OR RATE: 7245 $ ~~8,170~~ 8440

18 REMARKS

FROM: GS 9 2/$7,465

I certify that the promotion is subject to ... in accordance with ... Action Memo ... dated 23 January 1965.

Recorded By CSPD PM

1-Finance

18A. SIGNATURE OF REQUESTING OFFICIAL: ROBERT D. CASHMAN, C/WH/PERSONNEL
DATE SIGNED: 27 Aug 65
18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: Kenneth L. Corbett
DATE SIGNED: 27 AUG 1965

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 MSGTRS CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE MO DA YR | 27 DATE OF LEI MO DA YR |
|---|---|---|---|---|---|---|---|---|---|
| 22 | 10 | 57300 | WH | 45015 | | 3 | 12 08 35 | | |

28 NTE EXPIRES MO DA YR | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA 1-CSC 2-FICA 3-NONE CODE | 31 SEPARATION DATA CODE | 32 CORRECTION/CANCELLATION DATA TYPE MO DA YR | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT. | 36 SERV COMP DATE MO DA YR | 37 LONG COMP DATE MO DA YR | 38 CAREER CATEGORY CAR, RESV PROV, TEMP CODE | 39 FEGLI, HEALTH INSURANCE CODE 0-WAIVED 1-YES HEALTH INS CODE | 40 SOCIAL SECURITY NO

41 PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO CODE NO TAX EXEMPTIONS | 44 STATE TAX DATA FORM EXECUTED 1-YES 2-NO CODE NO TAX EXEMP STATE CODE

45 POSITION CONTROL CERTIFICATION: 8/27/65 ???
46 O P APPROVAL: [signature] Corbett
DATE APPROVED: 27 AUG 1965

FORM 6-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED

1. SERIAL NUMBER: 025658
2. NAME (Last-First-Middle): PICCOLO, JOSEPH S.
3. NATURE OF PERSONNEL ACTION: INTEGRATION - DEPT. OF STATE
4. EFFECTIVE DATE REQUESTED: MONTH 08 DAY 27 YEAR 65
5. CATEGORY OF EMPLOYMENT: REGULAR
6. FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF
7. COST CENTER NO. CHARGEABLE: 6135 0990
8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS: DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY
10. LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO
11. POSITION TITLE: POLIT. OFFICER OPS OFFICER
12. POSITION NUMBER: 0939
13. CAREER SERVICE DESIGNATION: D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR 03
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 07 2 ~~1009 2~~ 3
17. SALARY OR RATE: 7245 $ ~~8170~~ 7710

18. REMARKS

All SICK AND all HOURS ANNUAL LEAVE TO BE TRANSFERRED TO THE DEPT. OF STATE

MARITAL STATUS: SINGLE

18A. SIGNATURE OF REQUESTING OFFICIAL: M. RONEY COVER OFFICER X5013

DATE SIGNED

18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER

DATE SIGNED

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HOOURS CODE | 25 DATE OF BIRTH MO. DA YR | 26 DATE OF GRADE MO. DA YR | 27 DATE OF LEI MO DA YR |
|---|---|---|---|---|---|---|---|---|---|
| 55 | 10 | 57 300 | WH | 45675 | | 3 | 12 22 35 | | |

28. NTE EXPIRES MO. DA YR · 29 SPECIAL REFERENCE · 30 RETIREMENT DATA 1—CSC 3—FICA 5—NONE CODE · 31. SEPARATION DATA CODE · 32 CORRECTION CANCELLATION DATA TYPE MO DA YR · EOD DATA · 33 SECURITY REQ NO · 34 SEX

35 VET PREFERENCE CODE 0—NONE 1—5 PT 2—10 PT · 36 SERV COMP DATE MO DA YR · 37 LONG COMP DATE MO DA YR · 38 CAREER CATEGORY CAR. RESV PROV. TEMP CODE · 39 FEGLI HEALTH INSURANCE CODE 0—WAIVED 1—YES HEALTH INS CODE · 40 SOCIAL SECURITY NO

41 PREVIOUS GOVERNMENT SERVICE DATA CODE 0—NO PREVIOUS SERVICE 1—NO BREAK IN SERVICE 2—BREAK IN SERVICE (LESS THAN 3 YEARS) 3—BREAK IN SERVICE (MORE THAN 3 YEARS) · 42 LEAVE CAT CODE · 43 FEDERAL TAX DATA FORM EXECUTED 1—YES 2—NO CODE NO TAX EXEMPTIONS · 44 STATE TAX DATA FORM EXECUTED 1—YES 2—NO CODE NO TAX EXEMP. STATE CODE

45 POSITION CONTROL CERTIFICATION: 9/20/65

46 O P APPROVAL

DATE APPROVED

FORM 8-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

14-00000

EYES ONLY
SECRET

8 JUL 1965

MEMORANDUM FOR: CS/CS Panel C

SUBJECT : Proposed Nomination for Promotion to GS-10
Mr. Joseph S. Piccolo

1. Mr. Piccolo's work since completion of the Career Training Program has been reflected in a series of progress reports.

2. At this time, in view of his pending transfer and my own, I should like to recommend him for promotion. His performance to date merits it.

3. As I have stated in his fitness reports and in recommending him for the Career Training Program, Mr. Piccolo already is a capable operations officer and has unusual potential. His experience, common sense and flair for operations make him even now the equal of most officers who are serving in grades considerably higher than his.

by Jacob D. Esterline
William V. Broe
Chief,
Western Hemisphere Division

approved
8/12/65

EYES ONLY

14-00000

SECRET

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 22 JUNE 1965

| 1 SERIAL NUMBER | 2. NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, JOSEPH S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT AND CHANGE TO CONFIDENTIAL FUNDS | 7 / 4 / 65 | REGULAR |

| 6 FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7 COST CENTER NO. CHARGEABLE | 8 LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|---|---|
| | | X | | | 6135-0990 | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP WH<br>FOREIGN FIELD<br>BRANCH 1<br>MEXICO CITY STATION | MEXICO CITY, MEXICO |

42 G

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| OPS OFFICER (11) | ~~0115~~ 0139 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS (~~12~~ 11) | 0136.01 | 09 2 | ~~$ 7,465~~ |

18 REMARKS

FROM: DDP/SAS/INTELLIGENCE STAFF/RESEARCH SEC./0908/WASH.D.C

FORM 259 HAS BEEN SUBMITTED Security Approval Granted by Dept. on [illegible] 6/28/65 7/15/65

TO BE EFFECTIVE ON OR BEFORE 4 JULY 1965. MR. PICCOLO WILL REPLACE MR. RAYMOND J. SWIDER WHO WILL BE REASSIGNED

52 G

Recorded By [illegible]

1-Security

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| [signature] ROBERT D. CASHMAN C/WH/PERS | 23 June | [signature] | 7/14/65 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 NOOTRS CODE | 25 DATE OF BIRTH MO DA YR | 26 DATE OF GRADE MO DA YR | 27 DATE OF LEI MO DA YR |
|---|---|---|---|---|---|---|---|---|---|
| 30 | 10 | 51620 | [illegible] | 45675 | | 3 | 12 08 35 | | |

| 28 NTE EXPIRES MO DA YR | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1—CSC, 3—FICA, 5—NONE) CODE | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA TYPE MO DA YR | | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | EOD DATA | | |

| 35 VET PREFERENCE CODE (0—NONE, 1—5 PT, 2—10 PT) | 36 SERV COMP DATE MO DA YR | 37 LONG COMP DATE MO DA YR | 38 CAREER CATEGORY | 39 FEGLI, HEALTH INSURANCE CODE (0—WAIVED, 1—YES) HEALTH INS CODE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS GOVERNMENT SERVICE DATA CODE (0—NO PREVIOUS SERVICE; 1—NO BREAK IN SERVICE; 2—BREAK IN SERVICE (LESS THAN 3 YEARS); 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA: FORM EXECUTED (1—YES, 2—NO) / CODE / NO. TAX EXEMPTIONS | 44 STATE TAX DATA: FORM EXECUTED (1—YES, 2—NO) / CODE / NO TAX EXEMP / STATE CODE |
|---|---|---|---|
| | | | |

| 45 POSITION CONTROL CERTIFICATION | 46 O P APPROVAL | DATE APPROVED |
|---|---|---|
| 7-12-65 [initials] | [signature] | 7/14/65 |

FORM 6-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 2 February 1965

| Field | Entry |
|---|---|
| 1 SERIAL NUMBER | 025658 |
| 2 NAME (Last-First-Middle) | PICCOLO, Joseph S. |
| 3 NATURE OF PERSONNEL ACTION | REASSIGNMENT AND CHANGE OF SERVICE DESIGNATION |
| 4 EFFECTIVE DATE REQUESTED (Month / Day / Year) | 2 / 21 / 65 |
| 5 CATEGORY OF EMPLOYMENT | REGULAR |
| 6 FUNDS | X V TO V |
| 7 COST CENTER NO. CHARGEABLE | 5235-1162 |
| 8 LEGAL AUTHORITY (Completed by Office of Personnel) | |
| 9 ORGANIZATIONAL DESIGNATIONS | DDP<br>Special Affairs Staff<br>Counter-Intelligence Staff<br>Operations Section<br>Research |
| 10 LOCATION OF OFFICIAL STATION | Washington, D.C. |
| 11 POSITION TITLE | OPS. OFFICER (C) |
| 12 POSITION NUMBER | ~~0888~~ 0908 |
| 13 CAREER SERVICE DESIGNATION | D |
| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | GS (10) |
| 15 OCCUPATIONAL SERIES | 0136.01 |
| 16 GRADE AND STEP | 09 (2) |
| 17 SALARY OR RATE | $ 7465 |

18. REMARKS

From: DDS/OTR/JOTC, D.C., #748.

# See 46

I concur in the Change of Service Designation from "SJ" to "D":

5/15/8 2/8/65
5/15/8 Sufco ... 2/8/

Recorded By CSPD
JmB

Joseph S. Piccolo

CONCURRENCE:
Robert B. Freeman
Chief, JOTP

1 cy Security

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| Robert D. Cashman<br>ROBERT D. CASHMAN, C/WH/Pers. | 2/7/65 | [signature] | 24-2-65 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 HQTRS CODE | 25 DATE OF BIRTH (MO. DA. YR.) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 31 | 10 | 49200 | SAB | 7513 | | 1 | 12 08 35 | | |

28 MIE EXPIRES · 29 SPECIAL REFERENCE · 30 RETIREMENT DATA (1—CSC, 2—FICA, 3—NONE) · 31 SEPARATION DATA CODE · 32 CORRECTION CANCELLATION DATA · EOD DATA · 33 SECURITY REQ NO · 34 SEX

35 VET. PREFERENCE (0—NONE, 1—5 PT, 2—10 PT) · 36 SERV. COMP. DATE · 37 LONG COMP. DATE · 38 CAREER CATEGORY · 39 FEGLI - HEALTH INSURANCE (0—WAIVED, 1—YES) · 40 SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA (0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS)) · 42 LEAVE CAT CODE · 43 FEDERAL TAX DATA · 44 STATE TAX DATA

| 45 POSITION CONTROL CERTIFICATION | 46 O P APPROVAL | DATE APPROVED |
|---|---|---|
| JOTC (M)<br>[signature] 03/04/65 | [signature] | [illegible] |

FORM 6-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 15 July 1964

| 1 SERIAL NUMBER | 2 NAME (Last-First-Middle) |
|---|---|
| 25658 | PICCOLO, Joseph S. |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 07 / 19 / 64 | Regular |

| 6 FUNDS | | | | | 7 COST CENTER NO. CHARGEABLE | 8 LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|---|---|
| | XX | V TO V | | V TO CF | 5275 2100 | |
| | | CF TO V | | CF TO CF | | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDS/OTR<br>Junior Officer Trainee Corps | Washington,D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| JR OF TRAINEE | 748 | SJ |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | 0090.01 | 9 2 | $ 7260 |

18 REMARKS

| 18A SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| Robert B. Freeman, C/JOTP | | MATTHEW BAIRD, DTR | 7/16/64 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 EMPLOY CODE | 21 OFFICE CODING (NUMERIC / ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 VOTERS CODE | 25 DATE OF BIRTH (MO / DA / YR) | 26 DATE OF GRADE (MO / DA / YR) | 27 DATE OF LEI (MO / DA / YR) |
|---|---|---|---|---|---|---|---|---|
| | | | | | 1 | 12 / 08 / 35 | | |

| 28 NTE EXPIRES (MO. DA. YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1-CSC 3-FICA 5-NONE / CODE) | 31 SEPARATION DATA CODE | 32 CORRECTION CANCELLATION DATA (TYPE / MO / DA / YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE (CODE; 0-NONE 1-5 PT 2-10 PT) | 36 SERV COMP DATE (MO. DA. YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR. RESV / PROV. TEMP / CODE) | 39 FEGLI HEALTH INSURANCE (CODE; 0-WAIVED 1-YES; HEALTH INS. CODE) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS GOVERNMENT SERVICE DATA (CODE; 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1-YES 2-NO / CODE / NO. TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1-YES 2-NO / CODE / NO. TAX EXEMP / STATE CODE) |
|---|---|---|---|
| | | | |

| 45 POSITION CONTROL CERTIFICATION | 46 O.P. APPROVAL | DATE APPROVED |
|---|---|---|
| 17 JUL 1964 | [signature] | 7/15/64 |

FORM 6-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 9 December 1963

1. SERIAL NUMBER: 025658
2. NAME (Last-First-Middle): PICCOLO, Joseph S.
3. NATURE OF PERSONNEL ACTION: REASSIGNMENT AND CHANGE OF SERVICE DESIGNATION
4. EFFECTIVE DATE REQUESTED: MONTH 01 DAY 05 YEAR 64
5. CATEGORY OF EMPLOYMENT: Regular
6. FUNDS: XX V TO V | V TO CF | CF TO V | CF TO CF
7. COST CENTER NO. CHARGEABLE: 4275 1190 1000
8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS: DDS/OTR Junior Officer Trainee Corps
10. LOCATION OF OFFICIAL STATION: Washington, D.C.
11. POSITION TITLE: JR OF TRAINEE
12. POSITION NUMBER: 0748
13. CAREER SERVICE DESIGNATION: SJ
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS
15. OCCUPATIONAL SERIES: 0090.01
16. GRADE AND STEP: 08 2
17. SALARY OR RATE: $6600
18. REMARKS

Security Approval Granted by Form [illegible] 12/20/63 [illegible] 12/23/63

Subject has concurred in Change of Service Designation from D to SJ.
From DDP/Special Affairs Staff, FI/CI Branch, Pos. No. 683.

Recorded CSPD [initials]

Concur for CSCS [signature] Sec, [illegible]

cc: Security.

18A. SIGNATURE OF REQUESTING OFFICIAL: [signature] Robert B. Freeman, C/JOTP — DATE SIGNED: 12/10/63
18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature] MATTHEW BAIRD, DTR — DATE SIGNED: 12/12/63

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. EMPLOYEE CODE | 21. OFFICE CODING NUMERIC | ALPHABETIC | 22. STATION CODE | 23. INTEGRITY CODE | 24. HOLDING CODE | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 5730 | TLTC | 75013 | | 1 | 12 08 35 | | |

EOD DATA

44. POSITION CONTROL CERTIFICATION: 12/11/63 [initials]
45. C.S. APPROVAL: [signature] — DATE APPROVED: 12/16/63

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

CONFIDENTIAL

27 JUN 1963

MEMORANDUM FOR: Joseph S. Piccolo

THROUGH : Chairman/CS Panel/Section D

SUBJECT : Application for Junior Officer Training Program

1. I am pleased to inform you that you have been accepted for the JOTP in the class of January 1964. Let me congratulate you and wish for you the maximum profit and pleasure from your proposed training.

2. You will remain in your present component until shortly before the beginning of the Integrated Training Program. At that time you will be reassigned.

3. Should you have any further questions, do not hesitate to call on Program staff members.

/s/

MATTHEW BAIRD
Director of Training

cc: Chairman/CS Panel/Sec. D

Distribution:
Orig - Addressee
1 - DTR
1 - OPers/Official File

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 25 March 1963

| 1. SERIAL NUMBER | 2. NAME (Last-First-Middle) |
|---|---|
| 025658 | PICCOLO, Joseph S. |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE REQUESTED | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 04 \| 23 \| 63 | REGULAR |

| 6. FUNDS | X V TO V | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. LEGAL AUTHORITY (Completed by Office of Personnel) |
|---|---|---|---|---|
| | CF TO V | CF TO CF | 3232-1000-1000 | |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP<br>Special Affairs Staff<br>FI/CI Branch | Washington, D.C. |

2 A

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. CAREER SERVICE DESIGNATION |
|---|---|---|
| ~~[illegible]~~ OPS OFFICER | ~~[illegible]~~ 0683 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | ~~0132.37~~ 0136.01 | 08 (2) | $ 6295 |

18. REMARKS

Promotion recommendation ~~[illegible]~~ attached.

NOTE ON 1150:
Intelligence Analyst occupying Operations Officer position

Recorded by CSPD

| 19a. SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 19b. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED |
|---|---|---|---|
| Louis W. Armstrong<br>LOUIS W. ARMSTRONG, C/SAS/Pers. | 9/25/63 | [signature] | 4/24/63 |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 20. ACTION CODE | 21. EMPLOY. CODE | 22. OFFICE CODING NUMERIC | ALPHABETIC | 23. STATION CODE | 24. INTEGRITY CODE | 25. VETERAN CODE | 26. DATE OF BIRTH |
|---|---|---|---|---|---|---|---|
| 22 | 10 | 41300 | SAS | 25013 | | 1 | 12 08 35 |

FOR DATA

5 09 11 83

| 43. POSITION CONTROL CERTIFICATION | 44. O.P. APPROVAL | DATE APPROVED |
|---|---|---|
| [signature] 04/21/63 | [signature] | |

FORM 1152 OBSOLETE PREVIOUS EDITIONS
8-62

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET

6 March 1963

MEMORANDUM FOR: Secretary, Clandestine Services Career Service Panel

SUBJECT : Recommendation for Promotion of Mr. Joseph S. Piccolo

1. It is recommended that Mr. Joseph S. Piccolo be promoted from GS-7 to GS-8. He has been in grade GS-7 since 19 July 1960 and was assigned to what is now the Special Affairs Staff (formerly Task Force W) on 27 August 1962.

2. As long ago as 16 June 1960 when he was a GS-6 Mr. Piccolo was considered to have merited promotion to GS-9, but an Agency policy precluding multiple grade promotions prevented his being considered for GS-9 at that time. He was promoted to GS-7 on 19 July 1960. On 4 May 1961 Mr. Piccolo was recommended for promotion to GS-8 at a time when he was expected to leave the Agency in order to comply with his obligation for military service. The recommendation was not approved on the grounds that promotion spaces were limited. Mr. Piccolo served in the Air Force between 4 October 1961 and 27 August 1962 when he returned to the Agency and began working in the CI Branch of the Special Affairs Staff.

3. Mr. Piccolo has demonstrated an aptitude for CI and FI operations and is one of the most promising younger men in the CI Branch. His performance since returning from military service has been superior in all respects.

4. I am happy to recommend Mr. Piccolo for promotion.

Harold F. Swenson
C/SAS/CI

Recommend Approval:

Desmond FitzGerald — Date
C/SAS

SECRET

14-00000

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 27 June 1962

1. SERIAL NUMBER: 025658
2. NAME (Last-First-Middle): PICCOLO, Joseph S.

3. NATURE OF PERSONNEL ACTION: REEMPLOYMENT (MILITARY) (career)
4. EFFECTIVE DATE REQUESTED: 07 | 23 | 62
5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V
7. COST CENTER NO. CHARGEABLE: 3232-1000-1000
8. LEGAL AUTHORITY (Completed by Office of Personnel):

9. ORGANIZATIONAL DESIGNATIONS:
DDP
Task Force W
FI - CI Branch

2A

10. LOCATION OF OFFICIAL STATION: Washington, D.C.

11. POSITION TITLE: INTELLIGENCE ~~ASSISTANT~~ ASST (O)
12. POSITION NUMBER: 0635
13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS (O)
15. OCCUPATIONAL SERIES: 0301.28
16. GRADE AND STEP: 07 (O) 3
17. SALARY OR RATE: ~~5520~~ 5,685

18. REMARKS:
C 02/60

OFFICE/DIVISION ... [illegible]
9 Jul
Date
WA

19A. SIGNATURE OF REQUESTING OFFICIAL: Louis W. Armstrong
LOUIS W. ARMSTRONG, C/TFW/Pers
DATE SIGNED: 2 Jul 62
19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [signature]
DATE SIGNED:

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. EMPLOY. CODE | 21. OFFICE CODE | | 22. STATION CODE | 23. | 24. | 25. DATE OF BIRTH | 26. DATE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| R | 10 | 61366 | TFW | 15613 | | 1 | 12 08 35 | 07 24 60 | 07 22 62 ~~07 23 61~~ |

| 28. MIL EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA | 31. | 32. | FOR DATA | 33. SECURITY REQ. NO. | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | 1 | | | | 10775 | M 1 |

| 35. VET. PREFERENCE | 36. SERV. COMP. DATE | 37. LONG. COMP. DATE | 38. | 39. FEGLI / HEALTH INSURANCE | SOCIAL SECURITY NO. |
|---|---|---|---|---|---|
| 0 | 12 27 54 | 12 25 57 | | C 1 | 265-44-1912 |

| 41. PREVIOUS GOVERNMENT SERVICE DATA | | | | STATE TAX DATA | | |
|---|---|---|---|---|---|---|
| CODE 0 | 0 = NO PREVIOUS SERVICE; 1 = NO BREAK IN SERVICE; 2 = BREAK IN SERVICE LESS THAN 12 MO.; 3 = BREAK IN SERVICE MORE THAN 12 MO. | 6 | 1 | 0 | 1 | 2 | 08 |

40. POSITION CONTROL CERTIFICATION: R. Kearns 7/12/62
44. C/P APPROVAL: [signature] 
DATE APPROVED: 7/11/62

FORM 8-61 1152 USE PREVIOUS EDITION.

SECRET

14-00000

SECRET
(When Filled In)

# REQUEST FOR SECURITY CLEARANCE

| | | | |
|---|---|---|---|
| NAME (LAST - FIRST - MIDDLE) (12-36): PICCOLO, JOSEPH STEPHAN | | | REQUEST NO. (1-5): 10775 |
| | | | REQUEST DATE (6-11): 12 July 1962 |
| | | | YEAR OF BIRTH (29-30): 1935 |
| POSITION TITLE: Intelligence Assistant | POSITION NUMBER (31-36): 0685 | OCCUP. CODE (37-42): 0301.28 | GRADE (43-44): 05-07 |
| LOCATION (CITY, STATE, COUNTRY): Washington, D.C. | ASSIGNMENT (OFFICE, DIVISION, BRANCH): DDP/TFW | | ORGN. CODE (45-48): 1 |
| TYPE OF APPLICANT: X REGULAR / CONTRACT / CONSULTANT / MILITARY | CONVERSION ACTION: Reemployment Mil | IF OTHER, SPECIFY: | TYPE OF APPL. (49): 7 |
| NAME OF REQUESTER (OR OFFICIAL): E.D. Echols/bc | TYPE OF ASSIGNMENT AND FUNDS: NOS / USF / FF / V / UV | | HDQTRS. & FUND (50): 1 |
| CLEARANCE REQUIRED | PROVISIONAL FOR (INDICATE NAME OF POOL OR GROUP): | SECRET / FULL | CLEARANCE (51): |
| ATTACHMENTS | PERSONAL HISTORY STATEMENT / PHOTOGRAPH(S) | APPENDIX I / APPENDIX II / REQUEST FOR WAIVER / REPORT OF INTERVIEW | RECRUIT. CODE (52-54): |
| VETERANS STATUS | MALE - VETERAN / MALE - NON-VETERAN | FEMALE - VETERAN / FEMALE - NON-VETERAN | VET PREF. & SEX (55): 1 |

IAR attached. Your Case # 109709.

Re-Employment Military

SPACE BELOW FOR OS USE ONLY

FORM 3-61 377 USE PREVIOUS ED

SECRET

14-00000

19 June 1962

Director of Personnel
Central Intelligence Agency
2430 "E" Street N.W.
Washington 25, D.C.

Dear Sir:

In accordance with the instructions I received upon departing the Agency for Military Duty, I hereby apply for reinstatement with the Agency, effective 27 August 1962. My Unit is scheduled for discharge on 24 August 1962.

Since 1 October 1961, I have been serving on active duty with the United States Air Force in the 121st Tactical Fighter Squadron which is a part of the 113th Tactical Fighter Wing, and have been stationed at Andrews AFB, Washington, D.C. with the exception of several TDY trips as noted below. I have not left the continental limits of the United States in this tour of Active Duty.

| | |
|---|---|
| 16 Oct 61 to 3 Nov 61 | Nellis AFB, Las Vegas, Nevada |
| 27 Nov 61 to 2 Dec 61 | Myrtle Beach AFB, Myrtle Beach, S.C. |
| 12 Feb 62 to 17 Mar 62 | Myrtle Beach AFB, Myrtle Beach, S.C. |
| 2 May 62 to 11 May 62 | Robins AFB, Warner-Robins, Ga. |

My duties have been as an Administrative Specialist, first in the Unit Maintenance Section then in the Unit Orderly Room, with an additional duty of acting First Sergeant and Disaster Control NCOIC.

My financial situation dictates that I return to gainful employment at the earliest possible date, ergo the request for 27 August 1962. However, the need to attend to some personal affairs will require that I be absent from Washington D.C. for the week of 3 through 7 September 1962. Therefore, if at all possible, I would like to be placed on five (5) days of advanced annual leave for 3 through 7 September or five days LWOP. If neither of the two aforementioned requests can be granted, then I request reinstatement effective 10 September 1962.

I do not anticipate any further travel from the Washington D.C. area prior to my release from active duty and will be available for personal interview if desired. I may be contacted at the following address and phone number:

SSGT Joseph S. Piccolo AF22928914
121st Tactical Fighter Squadron
Andrews AFB, Washington 25, D.C.
Tel: 981-3218

Yours Sincerely,

Joseph S. Piccolo

14-00000

OPF

TEAM

SSGT Joseph S. Piccolo AF22928914
121st Tactical Fighter Squadron
Andrews Air Force Base
Washington 25, D. C.

Dear Mr. Piccolo:

This will acknowledge the receipt of your letter dated 17 January 1962 regarding your unpaid annual leave.

We have been advised by our payroll office that a check for your unpaid annual leave will be mailed to you on 16 February 1962, in accordance with your request.

Very truly yours,

H. F. Heggen
Office of Personnel

Distribution:
- 0-Addressee
- 1-OPF
- 1-C/BSD
- 1-BSD Reader

OP/BSD/ERDougherty:lab (24 Jan 62)

14-00000

121st Tactical Fighter Squadron
Andrews Air Force Base
Washington 25, D.C.
17 January 1962

Director of Personnel
Central Intelligence Agency
2430 "E" Street N.W.
Washington, D.C.

Dear Sir:

On 4 October 1961 I separated from the Agency as I was called to active duty with the United States Air Force in the defense mobilization. I left my annual leave, sick leave, and retirement accounts in escrow status as I planned to return to the Agency upon release from the military. I still intend to return to the Agency. However, I would now like to be paid in coin of the realm for the amount of annual leave which I left in escrow. It is further requested that my sick leave and retirement accounts be maintained on an escrow status.

Please forward correspondence on the above to the following address:

SSGT Joseph S. Piccolo AF22928914
121st Tactical Fighter Squadron
Andrews Air Force Base
Washington 25, D.C.

Yours Sincerely,

[signature]

Joseph S. Piccolo

1/24/62 Mrs. Betty McMahon advised me that a check for unpaid annual leave would be mailed to subject on 16 Feb 62. We forwarded thermofax of this letter to Payroll Branch for attention of Mrs. McMahon in accordance with her request.
E. Daugherty [initials]

[illegible stamp]

14-00000

NAME (Print or type — Last, First, Middle Initial) | DATE
PICCOLO, JOSEPH S. | 13 April 1962
ORGANIZATION (Optional Unit) | PAY NO. (If required by agency)
DDP/WH/4 | 025658

I hereby apply for 80 hours of Military leave beginning April 16, 1962 a.m. and ending April 27, 1962

*I understand that any annual leave authorized in excess of the amount available to me during the leave year will be charged to leave without pay.*

*e.g. Annual, Sick, Leave Without Pay, Compensatory.

NOTE TO EMPLOYEE: If you are applying for sick leave, complete the appropriate statement below.

During this absence I was:

- ☐ Incapacitated for duty by sickness or injury.
- ☐ Incapacitated for duty by pregnancy and confinement
- ☐ Undergoing medical, dental, or optical examination or treatment
- ☐ Required to care for a member of my family (______ (Name and relationship)) with contagious disease. ______ (Specify disease)
- ☐ Required to be absent because of exposure to contagious disease. ______ (Specify disease and explain circumstances of exposure)

This Military Leave requested in accordance with Public Law 87-378.
Cost Control Chargeable: 2635 5000 8021

NAME AND ADDRESS OF ATTENDING PHYSICIAN OR PRACTITIONER (If any) | TELEPHONE NO.
I am currently on active military duty.

REMARKS
Please mail check to: SSGT Joseph S. Piccolo, AF22928914, 121st Tactical Fighter Sqdn Andrews Air Force Base, Washington 25, D. C.

SIGNATURE OF EMPLOYEE

STANDARD FORM 71
Revised April 1957
71-104

APPLICATION FOR LEAVE

U. S. Civil Service Commission
Chapter 11—FPM

4/14/62
Orig fwd to Phil Bowers - x8342 1414 Barton Hall.
CMS

3 April 1962

Mr. H.F. Hegger
Chief, Benefits and Services Division
Central Intelligence Agency
Washington 25, D.C.

Dear Mr. Hegger:

Enclosed please find the signed Application for Leave as requested in your letter. Your attention and consideration of this matter in my behalf is greatly appreciated.

Please forward any further correspondence on this matter to my address at Andrews Air Force Base, Washington D.C.

Hoping for an early release from duty and return to the fold, I remain,

Yours Sincerely,

Joseph S. Piccolo

14-00000

SSGT Joseph S. Piccolo, AF22928914
121st Tactical Fighter Squadron
Andrews Air Force Base
Washington 25, D. C.

Dear Mr. Piccolo:

We have reviewed your Agency personnel file in connection with your military separation which was effective 4 October 1961.

Our interpretation of Comptroller General rulings indicate that the provisions of Public Law 87-378 would preclude any further military leave for employees in your category during the calendar year 1961. However, this is not viewed as erasing your entitlement to military leave in 1962 for this period of active duty.

Our records reveal that you were granted 3 days military leave in October 1961 for this tour of active duty, and accordingly, we believe that you are entitled to an additional 12 days of paid military leave.

We have enclosed an Application for Leave (Standard Form 71) for your signature and return to us. We will complete the form for you and forward it to your office for their approval.

Very truly yours,

H. F. Heggen
Chief, Benefits and Services Division

Enclosure:
Standard Form 71
Distribution:
0 - Addressee
1 - OGC
1 - D/Pers
1 - C/BSD
1 - OPF
1 - BCB R[illegible]

/s/ H. Richard Chase

CONCUR: Office of General Counsel

OP/BSD/BCB/Dougherty:p-e (15 March 62)

SECRET
(When Filled In)

# REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 25 September 1961

1. SERIAL NUMBER: 25655

2. NAME (Last-First-Middle): PICCOLO, Joseph S. effdate 10/4/61 EKS

3. NATURE OF PERSONNEL ACTION: SEPARATION (MILITARY) LWD

4. EFFECTIVE DATE REQUESTED: MONTH DAY YEAR

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: X V TO V | V TO CF | CF TO V | CF TO CF

7. COST CENTER NO. CHARGEABLE: 2635-5000-2021

8. LEGAL AUTHORITY (Completed by Office of Personnel): C S. REG. 3?.2

9. ORGANIZATIONAL DESIGNATIONS: DDP/WH Divn. Branch 4

10. LOCATION OF OFFICIAL STATION: Washington, D. C.

11. POSITION TITLE: Intelligence ASST (D)

12. POSITION NUMBER: 0629

12A. PCH CONTROL NO.:

13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS (7)

15. OCCUPATIONAL SERIES: 0301.28

16. GRADE AND STEP: 07 (2)

17. SALARY OR RATE: $ 5520

18. REMARKS

Subject requests that payment for unused Annual Leave and retirement benefits be held in escrow pending his return from military service.

mil Leave 2-4 oct 61. EKS

LWD - 29 Sep 61

1 cy to Payroll

19A. SIGNATURE OF REQUESTING OFFICIAL: PC Bowers — PHILIP C. BOWERS Chief, WH/Personnel

19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: James W. Washam

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. EMPLOY. CODE | 21. OFFICE CODING | 22. STATION CODE | 23. INTEGRATED CODE | 24. POSITION CODE | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|
| 48 | 12 | | | | 1 | 12 08 35 | | |

| 28 | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA | EOD DATA | 33 | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | 4 | B6 00 | 5, 1 | | | |

45. POSITION CONTROL CERTIFICATION: [signature] 9/28/61

44. C.P. APPROVAL: [signatures] 10/3/61

FORM 1152 OBSOLETE PREVIOUS EDITION

SECRET

14-00000

PSC [illegible] OCT [illegible]

# NOTIFICATION OF PERSONNEL ACTION

OLF

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO. DA. YR.) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| SEPARATION (MILITARY) | 10 04 61 | REGULAR |

| 6. FUNDS | | V TO V | | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | X | CF TO V | | CF TO CF | 2035 5000 8021 | C.S. REG. 35.2 |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| | |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. CAREER SERVICE DESIGNATION |
|---|---|---|
| INTELLIGENCE ASST | 0629 | D |

| 14. CLASSIFICATION SCHEDULE (GS, WB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0301.28 | 07 2 | 5520 |

18. REMARKS

ANNUAL LEAVE AND RETIREMENT TO BE HELD IN ESCROW.

SIGNATURE OR OTHER AUTHENTICATION

Form 1150 6-60 Obsolete Previous Editions (4-61)

HEADQUARTERS
113TH TACTICAL FIGHTER WING
District of Columbia Air National Guard
Andrews Air Force Base, Washington 25, D. C.

SPECIAL ORDERS)
NUMBER 228)

13 September 1961

1. By direction of the President, the following named Airmen, (ANGUS), are ordered to extended active duty IAW Special Order G-34, Hq Tactical Air Command, Dated 1 September 1961 Involuntary, IAW AFM 45-2, 1 May 1961.
ADN Number: AMN 002.
ASSIGNMENT: Relieved from 121st Tactical Fighter Squadron (SD), District of Columbia Air National Guard, Andrews Air Force Base, Washington 25, D. C. and assigned to 121st Tactical Fighter Squadron (SD), Andrews Air Force Base, Washington 25, D. C., Tactical Air Command, with further assignment 12th Air Force.
REPORTING DATA: Effective date of entry 1 October 1961. Individuals will proceed to Andrews Air Force Base, Washington 25, D. C. on effective date of duty. Report to Commander, 121st Tactical Fighter Squadron (SD), not later than 0800, 1 October 1961.
GENERAL INSTRUCTIONS: Continuation on active duty is upon successful completion of physical examination to be accomplished as soon as practicable after reporting for duty unless already accomplished. Individuals not successfully completing physical examination will be processed for release IAW AFM 35-4. AUTHORITY: Authority confirmed by Public Law 117, 87th Congress; Hq USAF Message AFCOP 98401, 31 August 1961 and DAF AFOMO Letter 653M, 29 August 1961.
TRANSPORTATION: Travel as directed is necessary in the Military Service. Travel by privately owned conveyance with NO days travel time authorized. If privately owned conveyance is not used, travel time will be the time of common carrier used. Transportation of dependents and movement of household goods is not authorized except as specifically provided by AFM 45-2.
FUNDING: AMN PAY & ALWS: 5723500 248-211 P514 S503725 0100
TRAVEL: 5723500 P534.02 S503725 2132 2290

AIRMEN

SSgt ARTHUR S JETT SR, AF13476686, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 8 April 1962)(HOR: Box 322A, 300 Belle Fonte Lane, Clinton, Md)

SSgt HARRY E KNUTSON, AF37562536, PAFSC 70250, DAFSC 70250, (Date of Separation: 12 November 1963)(HOR: 822 Green Street, Alexandria, Va)

SSgt BARRY G MADDEN, AF13463856, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 15 March 1963)(HOR: 7006 Greig St, Apt 28, Washington 27, DC)

SSgt MELVIN O MYERS, AF13535676, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 1 May 1964)(HOR: 5411 Dumphrey Drive, Washington 28, DC)

SSgt GRANVILLE R NICHOLS, AF13464103, PAFSC 43151C, DAFSC 43171C, (Date of Separation: 5 May 1963)(HOR: 6423 Pendall Drive SE, Washington 20, DC)

SO 228 HQ 113TH TACFTRWG, DCANG, Andrews AFB, Washington 25, DC, 13 Sep 63

SSgt JAMES J PENNINGTON, AF13429914, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 28 August 1962)(HOR: Cheltenham, Md)

SSgt JOSEPH S PICCOLA, AF22928914, PAFSC 70250, DAFSC 70250, (Date of Separation: 8 September 1963)(HOR: 1850 Columbia Pike, Arlington 4, VA)

SSgt HAROLD S QUILLEN JR, AF13546060, PAFSC 27150, DAFSC 27150, (Date of Separation: 26 June 1962)(HOR: 3404 79th Ave SE, Washington 28, DC)

SSgt RAYMOND D SHAUVER, AF16431357, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 24 February 1963)(HOR: Box 71, Clinton, Md)

SSgt ROBERT J SPEIDEL, AF22928352, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 1 March 1962)(HOR: Old Stage Rd, Mitchellville, Md)

SSgt CLIFFORD N STONE, AF13466764, PAFSC 64650, DAFSC 64570, (Date of Separation: 13 March 1964)(HOR: 909 Emerson Street NW, Washington, DC)

SSgt JOHN J TOLTOWICZ, AF13444357, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 26 April 1964)(HOR: 122 78th St, Seat Pleasant, Md)

A1C RONALD E ANDERSON, AF22928298, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 24 September 1963)(HOR: 908 Hudson Ave, Takoma Park, Md)(Over 4 Yrs Svc)

A1C ROBERT D BARNES, AF18501663, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 7 October 1963)(HOR: 7608 Atwood Drive, District Heights, Md)(Over 4 Yrs Svc)

A1C JOHN F BLOCK, AF22928211, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 10 March 1962)(HOR: 214 S. Adam Street, Arlington 4, Va) (Over 4 Yrs Svc)

A1C CARL W BRAGG, AF13574198, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 12 August 1963)(HOR: 4 W. Nelson Street, Apt 302, Alexandria, Va)(Over 4 Yrs Svc)

A1C JIMMY L CARTER, AF18496933, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 3 June 1963)(HOR: 4704 Hudson Ave, Apt 3, Washington 23, DC)(Over 4 Yrs Svc)

A1C EDWARD J JENKINS, AF22932705, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 18 January 1963)(HOR: 3594 Martha Curtis Drive, Alexandria, Va)(Over 4 Yrs Svc)

A1C FRANCIS M KOSCHEKA, AF23739492, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 7 April 1964)(HOR: 7354 Forrest Rd, Apt 201, Hyattsville, Md)(Over 4 Yrs Svc)

FOR THE COMMANDER:

Emerson H Cashour

EMERSON H CASHOUR
CWO W-3, DCANG
Ass't Administrative Officer

DISTRIBUTION
"P"

14-00000

SECRET (When Filled In)

# REQUEST FOR PERSONNEL ACTION

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date of Birth (Mo/Da/Yr) | 4. Vet. Pref. Code | 5. Sex | 6. CS EOD (Mo/Da/Yr) |
|---|---|---|---|---|---|
| 12[illegible] | PICCOLO JOSEPH C | 12 04 33 | 0 | M | 02 04 57 |

| 7. SCD (Mo/Da/Yr) | 8. CSC Retmt Code | 9. CSC or Other Legal Authority | 10. Apmt. Affidav. | 11. FEGLI | 12. LCD (Mo/Da/Yr) | 13. Mil Serv Credit LCD Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | | 02 04 57 | 2 |

3A

## CURRENT ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location of Official Station | Station Code |
|---|---|---|---|
| DDP WH BRANCH 4 | 4617 | WASH., D.C. | 75013 |

| 16. Dept.-Field Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 2 | INTELL ASST | 0629 | GS | 0301.28 ✓ |

| 21. Grade & Step | 22. Salary or Rate | 23. SD | 24. Date of Grade (Mo/Da/Yr) | 25. PSI Due (Mo/Da/Yr) | 26. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 2 | $ ~~4490~~ 4995 | D | 06 28 59 | ~~06 28 60~~ | 1235 1000 1000 ✓ |

## ACTION 06 25 61

| 27. Nature of Action | Code | 28. Eff. Date (Mo/Da/Yr) | 29. Type of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| PROMOTION | 30 | 07 24 60 | REGULAR | 01 | |

## PROPOSED ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location of Official Station | Station Code |
|---|---|---|---|
| | 4617 | | 75013 |

| 33. Dept.-Field Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 2 | | | GS | ✓ |

| 38. Grade & Step | 39. Salary or Rate | 40. SD | 41. Date of Grade (Mo/Da/Yr) | 42. PSI Due (Mo/Da/Yr) | 43. Appropriation Number |
|---|---|---|---|---|---|
| 07 1 | $ ~~4980~~ 5355 | | 07 24 60 | 07 23 61 | ✓ |

## SOURCE OF REQUEST

A. Requested by: [signature] J. C. BOWERS WH/PERSONNEL OFFICER

B. For Additional Information Call (Name & Telephone Ext.): John Washinko X8242

C. Request Approved By (Signature And Title):

Date Approved:

## CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|---|---|---|---|---|---|
| A. Career Board | [signature] Mooney | 7/21/60 | D. Placement | | |
| B. Pos. Control | WK | 7-28-60 | E. | | |
| C. Classification | | | F. Approved By | W. Kearney | 7-25-60 |

Remarks

Recorded by CSPD 7-22-60

☐ Continued On Reverse Side

FORM NO. 1152 USE PREVIOUS EDITION

SECRET

14-00000

SECRET

# REQUEST FOR PERSONNEL ACTION

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo. Da. Yr.) | 4. Vet Pref (None-0, 5 Pt-1, 10 Pt-2) Code | 5. Sex | 6. CS - EOD (Mo. Da. Yr.) |
|---|---|---|---|---|---|
| 525596 | PICCOLO JOSEPH S | 12 [illegible] 3. | [illegible] | M 1 | 06 [illegible] 57 |

| 7. SCD (Mo. Da. Yr.) | 8. CSC Retmt (Yes-1 No-2) Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav. (Mo. Da. Yr.) | 11. FEGLI (Yes-1 No-2) Code | 12. LCD (Mo. Da. Yr.) | 13. Mil. Serv. Credit. LCD (Yes-1 No-2) Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | 1 | [illegible] 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| CS/CS DEV COMP<br>DDP WH DIVISION | 4655 | WASH., D.C. | 75013 |

| 16. Dept. - Field (Dept - USfld - Frgn -) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 1 | MAIL AND FILE SUP | 011060 | GS | 0305.05 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade (Mo. Da. Yr.) | 25. PSI Due (Mo. Da. Yr.) | 26. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | DS | 06 26 59 | 06 26 50 | 0320 1998 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo. Da. Yr.) | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS | 01 | 04 17 60 | REGULAR | 01 | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH<br>BRANCH 4 | 4617 | WASH., D. C. | |

| 33. Dept. - Field (Dept - X USfld - Frgn -) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 2 | INTELL ASST | D-7<br>BA-629 | GS | 0301.28 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade (Mo. Da. Yr.) | 42. PSI Due (Mo. Da. Yr.) | 43. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | D | | | 0235 1000 1000<br>~~XXXXXXXXXXXX~~ |

## SOURCE OF REQUEST

A. Requested By (Name And Title) P. C. BOWERS WH/PERSONNEL OFFICER

B. For Additional Information Call (Name & Telephone Ext.) PAT CASSELL X8242

C. Request Approved By (Signature And Title)

## CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|---|---|---|---|---|---|
| A. Career Board | [signature] | | D. Placement | | |
| B. Pos. Control | | 4/14/60 | E. | | |
| C. Classification | | | F. Approved By | [signature] | 4-14-60 |

Remarks: Staffing Complement Change.

2 copies to Security.

Recorded by ESPB 4-12-60

FORM NO. 1152 1 MAR 57

SECRET

(4)

S-E-C-R-E-T

MEMORANDUM FOR: Joseph S. Piccolo

VIA : Chief, WH

1. The problem of effective management of the operational records of the Clandestine Services is one of our most important responsibilities. In this connection, you have been selected by your Division, and authorized by the Clandestine Services Records Committee, to act as Records Officer for your component. Your selection is based on your professional qualifications to carry out an assignment requiring experience, judgment, and a knowledge of the objectives of the Clandestine Services. A copy of this memorandum will be placed in your official personnel folder to record your appointment as Records Officer.

2. You are to act on behalf of your Division or Staff element in authorizing the destruction of material of no value to the Clandestine Services in accordance with criteria established for this purpose. You are empowered to authorize the destruction of documents and index cards recommended for destruction by other members of your Branch, and to desensitize KAPOK and RYBAT material which is no longer sensitive or which has been restricted in error. Your signature will be recognized by RID as that of an officially appointed Records Officer.

3. At the meeting of 15 March 1960, you were briefed on the details of your duties as Records Officer. It is now considered that you will be able fully to execute your duties as Records Officer and thus make a real contribution to the CS Records Management Program.

[signature]
WENDELL E. LITTLE
DDP/RMO

cc: Personnel Jacket of Addressee

S-E-C-R-E-T

14-00000

SECRET

# REQUEST FOR PERSONNEL ACTION

| 1. Serial No | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo. Da. Yr.) | 4. Vet Pref. (None 0, 5 Pt-1, 10 Pt-2) Code | 5. Sex | 6. CS-EOD (Mo. Da. Yr.) |
|---|---|---|---|---|---|
| 525658 | PICCOLO JOSEPH S | 12 06 35 | 0 | M 1 | 02 04 57 |

| 7. SCD (Mo. Da. Yr.) | 8. CSC Retmt. (Yes-1 No-2) Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav (Mo. Da. Yr.) | 11. FEGLI (Yes-1 No-2) Code | 12. LCD (Mo. Da. Yr.) | 13. Mil. Service Credit (Yes-1 No-2) Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | | 02 04 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| COP WH<br>BRANCH III<br>MEXICO CITY, MEXICO STATION | 4652 | MEXICO CITY, MEXICO | 35075 |

| 16. Dept.-Field (Dept-, USfld-, Frgn-) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE SUP | 0510 | GS | 0305.05 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade (Mo. Da. Yr.) | 25. PSI Due (Mo. Da. Yr.) | 26. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | DS | 06 28 59 | 06 26 60 | 0135-5700-3000<br>XXXXXXXXXXXXX |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo. Da. Yr.) | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| REASSIGNMENT | | C/1/10/60 | REGULAR | 01 | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| CS/CS DEVELOPMENT COMPLEMENT<br>DDP/WH DIVISION | 0138 | *WASHINGTON, D. C. | |

| 33. Dept.-Field (Dept-, USfld-, Frgn-) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 1 | | 01060 | | |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade (Mo. Da. Yr.) | 42. PSI Due (Mo. Da. Yr.) | 43. Appropriation Number |
|---|---|---|---|---|---|
| | $ | | | | 0320-1998 |

## SOURCE OF REQUEST

A. Requested By (Name And Title) P. C. Bowers
P. C. BOWERS WH/PERSONNEL OFFICER

B. For Additional Information Call (Name & Telephone Ext.)
Pat Cassell X8242

C. Request Approved By (Signature And Title)

## CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|---|---|---|---|---|---|
| A. Career Board | [signature] | 1-11-60 | D. Placement | | |
| B. Pos Control | | | E. | | |
| C. Classification | | | F. Approved B. | | |

Remarks *OTHER - PENDING LWOP AT EXPIRATION OF ANNUAL LEAVE*
~~REGULAR~~. To be effective beginning of first pay period in January 1960. Subject will be going on Leave Without Pay.

2 copies to Security Office.

FORM NO. 1152
1 MAR 57 (4)

SECRET

14-00000

SECRET

# REQUEST FOR PERSONNEL ACTION

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth Mo. Da. Yr. | 4. Vet. Pref. None 0, 5 Pt-1, 10 Pt-2 Code | 5. Sex | 6. CS - EOD Mo. Da. Yr. |
|---|---|---|---|---|---|
| | PICCOLO, JOSEPH S. | 12 08 35 | 0 | M 1 | |

| 7. SCD Mo. Da. Yr. | 8. CSC Retmt. Yes-1 No-2 Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav. Mo. Da. Yr. | 11. FEGLI Yes-1 No-2 Code | 12. LCD Mo. Da. Yr. | 13. Yes-1 No-2 Code |
|---|---|---|---|---|---|---|
| | 1 | | | | | |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| CS/CS DEVELOPMENT COMPLEMENT<br>DDP/WH DIVISION | | WASHINGTON, D. C. | |

| 16. Dept. - Field (Dept - USfld - Frgn -) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 1 | | | | |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade Mo. Da. Yr. | 25. PSI Due Mo. Da. Yr. | 26. Appropriation Number |
|---|---|---|---|---|---|
| | $ | | 6 28 59 | 6 26 60 | 0320-1998 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date Mo. Da. Yr. | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| LEAVE WITHOUT PAY<br>(Not to exceed 12 mos.) | | | REGULAR | | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| | | 1-25-60 | |

| 33. Dept. - Field (Dept - USfld - Frgn -) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 1 | | | | |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade Mo. Da. Yr. | 42. PSI Due Mo. Da. Yr. | 43. Appropriation Number |
|---|---|---|---|---|---|
| | $ | | | | |

## SOURCE OF REQUEST

| A. Requested By (Name And Title) | C. Request Approved By (Signature And Title) |
|---|---|
| P. C. BOWERS WH/PERSONNEL OFFICER | |
| B. For Additional Information Call (Name & Telephone Ext.) Pat Cassell X8242 | |

## CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|---|---|---|---|---|---|
| A. Career Board | [signature] | 1/13/60 | D. Placement | | |
| B. Pos. Control | | 1-11-60 | E. | | |
| C. Classification | | | F. Approved By | | |

Remarks

Leave Without Pay to begin upon expiration of annual leave. LWOP status not to exceed twelve months.

1 copy to Security 1 copy to Finance

FORM NO. 1 MAR 57 1152 (4)

SECRET

SECRET

# REQUEST FOR PERSONNEL ACTION

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo. Da. Yr.) | 4. Vet. Pref. (None-0, 5 Pt-1, 10 Pt-2) Code | 5. Sex | 6. CS - EOD (Mo. Da. Yr.) |
|---|---|---|---|---|---|
| [illegible] | [illegible] | [illegible] | [illegible] | [illegible] | [illegible] |

| 7. SCD (Mo. Da. Yr.) | 8. CSC Retmt (Yes-1 No-2) Code | 9. CSC Or Other Legal Authority | 10. Apmt Affidav. (Mo. Da. Yr.) | 11. FEGLI (Yes-1 No-2) Code | 12. TCD (Mo. Da. Yr.) | 13. Mil. Serv. Cred. (Yes-1 No-2) Code |
|---|---|---|---|---|---|---|
| [illegible] | [illegible] | [illegible] | | | | |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| [illegible] WH / BRANCH III / MEXICO CITY, MEXICO STATION | [illegible] | MEXICO CITY, MEXICO | [illegible] |

| 16. Dept. - Field (Dept - USfld - Frgn -) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| | [illegible] SUP | [illegible] | [illegible] | [illegible] |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade (Mo. Da. Yr.) | 25. PSI Due (Mo. Da. Yr.) | 26. Appropriation Number |
|---|---|---|---|---|---|
| [illegible] | $ [illegible] | [illegible] | [illegible] | [illegible] | 9 [illegible] |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo. Da. Yr.) | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| PROMOTION | [illegible] | 6 15 59 | REGULAR | d | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| | [illegible] | | |

| 33. Dept. - Field (Dept - USfld - Frgn -) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| | [illegible] | | GS | |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade (Mo. Da. Yr.) | 42. PSI Due (Mo. Da. Yr.) | 43. Appropriation Number |
|---|---|---|---|---|---|
| 6 1 | $ 4430 | | 6 21 59 | 6 21 60 | |

## SOURCE OF REQUEST

A. Requested By (Name And Title): P. C. BOWERS WH/PERSONNEL OFFICER

B. For Additional Information Call (Name & Telephone Ext.): Ronald Brandon X3242

C. Request Approved By (Signature And Title):

## CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|---|---|---|---|---|---|
| A. Career Board | [illegible] | [illegible] | D. Placement | | |
| B. Pos. Control | [illegible] | 6 23 59 | E. | | |
| C. Classification | | | F. Approved By | [illegible] | 6-22-59 |

Remarks:

[illegible] 13 5 [illegible] 33

Recorded by [illegible]

FORM NO. 1152 1 MAR 57

SECRET

(4)

# REQUEST FOR PERSONNEL ACTION SECRET

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth Mo. Da. Yr. | 4. Vet. Pref. | 5. Sex | 6. CS-EOD Mo. Da. Yr. |
|---|---|---|---|---|---|
| 52538 | PICCOLO JOSEPH S | 12 ... | 0 | M 1 | ... 04 57 |

| 7. SCD Mo. Da. Yr. | 8. CSC Retmt. Yes-1 No-2 Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidavit Mo. Da. Yr. | 11. FEGLI Yes-1 No-2 Code | 12. LCD Mo. Da. Yr. | 13. Mil. Serv. Credit Yes-1 No-2 Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | | ... | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH BRANCH III MEXICO CITY, MEXICO STATION | 4651 | MEXICO CITY, MEXICO | 45075 |

| 16. Dept.-Field Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE CLERK | 510 | GS | 0305.05 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade Mo. Da. Yr. | 25. PSI Due Mo. Da. Yr. | 26. Appropriation Number |
|---|---|---|---|---|---|
| 04 2 | $ 3850. | DS | 02 04 57 | 02 09 58 | 8 3570 55 000 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date Mo. Da. Yr. | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| PROMOTION | | 29 JUN 1958 | Regular | | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| | 4652 | | |

| 33. Dept.-Field Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| | | | | |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade Mo. Da. Yr. | 42. PSI Due Mo. Da. Yr. | 43. Appropriation Number |
|---|---|---|---|---|---|
| 5 1 | $ 4040. (~~3670.00~~) | | | 6 29 59 | |

## SOURCE OF REQUEST

A. Requested By (Name And Title)
P. C. Bowers WH/Personnel Officer

B. For Additional Information Call (Name & Telephone Ext.)
John Washinko X6242

C. Request Approved By (Signature And Title)

## CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|---|---|---|---|---|---|
| A. Career Board | [signature] | | D. Placement | | |
| B. Pos. Control | | | E. | | |
| C. Classification | | | F. Approved By | [signature] | |

Remarks

8

FORM NO. 1152 1 MAR 57 (4)

SECRET

14-00000

[redacted]

Air Pouch

HMM-T-242
RYBAT-0728

Chief, WH Division

4 June 1958

Chief of Station, Mexico City

Administrative

Promotion Recommendation - [redacted] PICCOLO, Joseph S.

ACTION REQUESTED: Consideration of recommended promotion

1. It is recommended that [redacted] be promoted from GS-4 to GS-6. [redacted] has been in grade since 4 February 1957 and has been on duty at the Mexico City Station since 2 December 1957.

2. Since his arrival at this Station, [redacted] has demonstrated his ability to assume increasing responsibility and definite potential as a supervisor. He has displayed initiative and intelligence in the handling of records management problems and has come up with several time saving suggestions which have been adopted with resulting efficiency. He is a conscientious and very hard worker, putting in many hours of overtime in an attempt to bring the files up to date.

3. A separate dispatch is being prepared which will recommend a reorganization of the slots presently on the Mexico City T/O for the Registry Section, in order to bring the gradesinto a more realistic relation to the greatly increased workload which has developed during the past two years. A request for the reclassification of [redacted] slot, Slot #BAF-402 to GS-7 will be included in this separate dispatch, along with appropriate job descriptions.

Winston M. Scott
[redacted]

BWT
3 June 1958

Distribution
3 - Hqs
2 - Files

[redacted]

14-00000

SECRET

Classify According To Content.

# REQUEST FOR PERSONNEL ACTION (10 Oct 57)

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo Da Yr) | 4. Vet. Pref. | 5. Sex | 6. CS - EOD (Mo Da Yr) |
|---|---|---|---|---|---|
| | MR. JOSEPH S. PICCOLO | 12 8 35 | | M | |

| 7. SCD (Mo Da Yr) | 8. CSC Retmt (Yes - 1, No - 2) Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav. (Mo Da Yr) | 11. FEGLI (Yes - 1, No - 2) Code | 12. LCD (Mo Da Yr) | 13. (Yes - 1, No - 2) Code |
|---|---|---|---|---|---|---|
| | 1 | | | 2 | | |

## PREVIOUS ASSIGNMENT

VOUCHERED

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP/FI<br>Records Integration Division<br>Analysis & Operations Branch<br>Index Section | | Washington, D.C. | |

| 16. Dept.- Field (Dept. - X, Unfld-, Fran-) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| Dept. - X | File Clerk | 424.09 | GS | 0305.01 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade (Mo Da Yr) | 25. PSI Due (Mo Da Yr) | 26. Appropriation Number |
|---|---|---|---|---|---|
| 4 1 | $ 3415 | DB | | | 5-2309-23 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo Da Yr) | 29. Type Of Employee | Code | 30. Separation Date |
|---|---|---|---|---|---|
| Reassignment<br>Transfer of Funds | | 11 03 57 | Regular | | |

## PRESENT ASSIGNMENT

UNVOUCHERED

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP/WH<br>Branch III<br>Mexico City, Mexico Station | 4657 | Mexico City, Mexico | 45075 |

| 33. Dept.- Field (Dept. -, Unfld-, Fran- X) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| Fran. - X | Mail & File Clerk | BAF * 510 | GS | 0305.05 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade (Mo Da Yr) | 42. PSI Due (Mo Da Yr) | 43. Appropriation Number |
|---|---|---|---|---|---|
| GS-4 1 | $ 3415 | DB | 02 04 57 | 02 04 58 | 5-3570-55-000 |

## SOURCE OF REQUEST

| A. Requested By (Name And Title) | C. Request Approved By (Signature And Title) |
|---|---|
| P. C. BOWERS, WH/Personnel Officer | |
| B. For Additional Information Call (Name & Telephone Ext.)<br>H. C. MONTAGUE, E-6242 | |

## CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|---|---|---|---|---|---|
| A. Career Board | | | D. Placement | | 11/4/57 |
| B. Pos. Control | | | E. | | |
| C. Classification | | 11/5/57 | F. Approved By | | |

Remarks 2 Copies to Security. Transfer FROM Vouchered Funds TO Unvouchered Funds.
* Memorandum submitted to Management on 27 September 1957 requesting the establishment of this position.

FORM 8-57 1152a

SECRET

14-00000

file

16 September 1957

PICCOLO, Joseph S.

Mexico City RAF-153

File Clerk

4

Subject will be blocking Secy-Steno slot

Robert N. Dahlgren
R. N. DAHLGREN

Robert S. Wattles
Robert S. WATTLES

J. C. King
J. C. KING

13 February 1957

TO: CIA Security Control Officer

VIA: 1) Chief, Interim Assignment Section
2) Chief, Employee Services

FROM: Joseph S. Piccolo

SUBJECT: Permission to continue in Course

1. It is requested that I be granted permission to continue in the following evening course at the University of Virginia's Northern Extension in Arlington:

U. S. History - Mondays - 7:00 to 9:40 P.M.

2. It is understood that tuition and all other expenses will be borne by the undersigned.

Joseph S. Piccolo

Distribution:
Original and 3 - Employee Services
1 - IAS

APPROVED FOR THE
DIRECTOR OF PERSONNEL

JOSEPH S. REFF
C/KSD

Employee will make no reference to, or discuss his CIA connection, assignment or duties while participating in above activity.

14-00000

STANDARD FORM 52

VOUCHERED

# REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

| 1. NAME (Mr.—Miss—Mrs.—One given name, initial(s), and surname) | 2. DATE OF BIRTH | 3. REQUEST NO. | 4. DATE OF REQUEST |
|---|---|---|---|
| Mr. Joseph Stephan Piccolo | 8 Dec 1935 | C-6351 | 1 Aug 1956 |

5. NATURE OF ACTION REQUESTED
A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)
Excepted Appointment

B. POSITION (Specify whether establish, change grade or title, etc.)

6. EFFECTIVE DATE
A. PROPOSED: 4 Feb 57
B. APPROVED:

7. C.S. OR OTHER LEGAL AUTHORITY

| | FROM— | TO— |
|---|---|---|
| 8. POSITION TITLE AND NUMBER | | File Clerk BV-424.09 |
| 9. SERVICE, GRADE, AND SALARY | | GS-0305.01-4 $3415.00 pa |
| 10. ORGANIZATIONAL DESIGNATIONS | | DDP/FI Records Integration Division Analysis & Operations Branch Index Section |
| 11. HEADQUARTERS | | Washington, D.C. |
| 12. FIELD OR DEPARTMENTAL | FIELD [ ] DEPARTMENTAL [ ] | FIELD [ ] DEPARTMENTAL [X] |

A. REMARKS (Use reverse if necessary)
Applicant - double slot. ~~[illegible]~~
Draft deferment and restoration conditions per R 20-410, para. 5b.

B. REQUESTED BY (Name and title)
John V. Scott, Chief/RI John V. Scott

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)
Ruth Robinson, Ext. 2519

D. REQUEST APPROVED BY
Signature: E. M. [illegible]
Title:

Concurred in by DS Career Service Panel
SD: DS

13. VETERAN PREFERENCE

| NONE | WWII | OTHER | 5 PT. | 10 POINT DISAB. | 10 POINT OTHER |
|---|---|---|---|---|---|
| X | | | | | |

14. POSITION CLASSIFICATION ACTION: NEW | VICE | I.A. | REAL

15. SEX: M

16. APPROPRIATION
FROM
TO 7-2309-23

17. SUBJECT TO C.S. RETIREMENT ACT (YES-NO): Yes

18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)

19. LEGAL RESIDENCE [ ] CLAIMED [ ] PROVED
STATE:

20. STANDARD FORM 50 REMARKS
1187 R
EH

| 21. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
|---|---|---|---|
| A | | | |
| B. C.S.C. OR POS. CONTROL | | 4/5/? | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMPL. | | 2/? | |
| E | | | |
| F. APPROVED BY | [illegible signature] | | |

STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO : File

DATE: 1/30/57

FROM : M. George [illegible]

SUBJECT: Piccolo, Joseph

Subject called today and will EOD Monday, 4 February 1957.

30 January 1957

Mr. Joseph S. Piccolo
2210 - 20th Street, N. W.
Washington, D. C.

Dear Mr. Piccolo:

We are pleased to inform you that your appointment with this Agency has been approved at Grade GS-4, salary $3415.00 per annum.

Your permanent employment will depend upon the completion of the following processing at the time of entering on duty: taking the oath of office, signing a loyalty affidavit, participating in a final security interview and completing a medical examination which will include determination of physical health and emotional stability. Should anything of an unfavorable nature arise during this period, your employment will not result in a permanent appointment.

We hope you will be able to join us at an early date. Please telephone Mrs. Martha George-Adis on EXecutive 3-6115, extension 2781, as soon as possible, in order to arrange an entrance-on-duty date. If at all possible, we would appreciate your selecting a Monday.

Please report to the Receptionist at Curie Hall at 8:15 a.m. and ask for Mrs. George-Adis on the reporting-for-duty date that you establish with this office. Curie Hall is located at the intersection of 23rd Street, Independence Avenue, and Ohio Drive, S. W., with entrance on Ohio Drive.

The gross salary quoted will be subject to deductions for Federal income tax and 6½ percent for the United States Civil Service Retirement Fund. In addition, the benefits of low-cost group life insurance are available to Federal civilian employees. The enclosed pamphlet outlines the features of the program and lists the amount which will be deducted from your salary each pay period for this term insurance. This insurance is not obligatory. However, if you do not wish coverage, which is automatic, you should sign a Waiver of Life Insurance Coverage form at the time you enter on duty.

14-00000

You will not receive a pay check for approximately four weeks after your entrance on duty.

If you have any problems, Mrs. George-Adis will be glad to discuss them with you when you call.

Very truly yours,

G. M. Stewart
Director of Personnel

Enclosures (2)
Life Insurance Pamphlet
Map

OP/CORRES/bjs(George-Adis)

STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO : File

DATE: 11 Jan 1957

FROM : M. Smith

SUBJECT: Piccolo, Joseph

Checked with Gladys, M.C., who advised that Subject will be a [illegible] [illegible].

---

STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO : File

DATE: 27 Jun 1956

FROM : M. Smith

SUBJECT: Piccolo, Joseph

[illegible] this date.

[illegible] advised that the Medical Division [illegible] Gladys in M.C. advised that [illegible] subject and she is awaiting further information [illegible] Medical Division [illegible] check [illegible] they have [illegible].

19 November 1956

Mr. Joseph S. Piccolo
2210 - 20th Street, N. W.
Washington, D. C.

Dear Mr. Piccolo:

This is to assure you that processing is continuing on your application for employment with this Agency.

Please advise us if any circumstance should arise which might affect your interest in employment with this organization.

Your continued interest and patience are appreciated.

Very truly yours,

H. G. Reynolds
Director of Personnel

OP/CORRES/JN (Smith)

12 September 1956

Mr. Joseph S. Piccolo
2210 - 20th Street, N. W.
Washington, D. C.

Dear Mr. Piccolo:

A review of the medical history information which you submitted indicates that for proper medical evaluation it is necessary that you come to our medical office for a pre-employment medical examination which will include determination of physical health and emotional stability.

An appointment may be scheduled at 8:30 a.m., on any Tuesday, Thursday or Friday. Please advise Miss Ruth Griffin by letter, 2430 E Street, N.W., Washington 25, D.C., or by telephone EXecutive 3-6115, extension 2781, of the date you will be able to report. We would appreciate your giving us at least two weeks advance notice. When you come for your examination, please report to our Medical Office in Central Building, 2430 E Street, N.W. Inasmuch as some parts of the examination are given in the morning and others in the afternoon, it is necessary that you plan to be here the entire day.

We will not be able to reimburse you for any travel or incidental expenses which you incur for this purpose.

Very truly yours,

H. G. Reynolds
Director of Personnel

OP/CORRES/bjs(Griffin)

30 August 1956

Mr. Joseph S. Piccolo
2210 -. 20th Streetb N. W.
Washington, D.C.

Dear Mr. Piccolo:

We are pleased to inform you that your application for employment with this Agency has been reviewed with interest by appropriate officials and that actual processing has been initiated for a position at Grade GS-4, salary $3415.00 per annum.

Your final appointment is dependent upon a number of factors including character and reference investigations, and other processing procedures which may require as long as 120 days. You may be sure that this processing is being accomplished as rapidly as possible.

During this period please notify us of any changes in your present status such as change in address, employment, marital status, etc. If it should develop that you cannot accept the position, please let us know immediately. If you have any questions concerning your application, please do not hesitate to get in touch with us. Your future correspondence or inquiries should be directed to the attention of Miss Ruth Griffin.

Members of this Agency are entitled to the regular United States Government leave and retirement benefits. Our salaries conform to the rates prescribed by Congress for United States Government agencies.

Thank you for your cooperation and patience during this waiting period.

Very truly yours,

H. G. Reynolds
Director of Personnel

OP/Correw/sed/Griffin

14-00000

SECRET
(When Filled In)

# REQUEST FOR SECURITY CLEARANCE

| | |
|---|---|
| REQUEST NO. (1-5) | C-6351 FI |
| REQUEST DATE (6-11) | 21 Aug 56 |

| | | | |
|---|---|---|---|
| NAME (LAST - FIRST - MIDDLE) (12-28) | PICCOLO, JOSEPH STEPHAN | | YEAR OF BIRTH (29-30): 1935 |
| POSITION TITLE: File Clerk | POSITION NUMBER (31-36): 424.09 | OCCUP. CODE (37-42): 0305.01 | GRADE (43-44): GS-04 |
| LOCATION (CITY, STATE, COUNTRY): Washington, D. C. | ASSIGNMENT (OFFICE, DIVISION, BRANCH): DDP/FI/RI | | ORGN. CODE (45-48): |
| TYPE OF APPLICANT: X REGULAR; CONTRACT; CONSULTANT; MILITARY | CONVERSION ACTION | IF OTHER, SPECIFY: | TYPE OF APPL. (49): 1 |
| NAME OF REQUESTER (OR OFFICIAL): H. G. Reynolds mhb | TYPE OF ASSIGNMENT AND FUNDS: X HQS; USF; FF; X V; UV | | HDQTERS & FUND (50): 2 |
| CLEARANCE REQUIRED | PROVISIONAL FOR (INDICATE NAME OF POOL OR GROUP): | SECRET; X FULL | CLEARANCE (51): 1 |
| ATTACHMENTS | X PERSONAL HISTORY STATEMENT; 2 PHOTOGRAPH(S) | X APPENDIX I; APPENDIX II; REQUEST FOR WAIVER; X REPORT OF INTERVIEW | RECRUIT. CODE (52-54): 101 |
| VETERANS STATUS | MALE - VETERAN; X MALE - NON-VETERAN | FEMALE - VETERAN; FEMALE - NON-VETERAN | VET. PREF. & SEX (55): 2 |

REMARKS:

1(SO) 1(OTF)

SPACE BELOW FOR SO USE ONLY

FORM NO. 377 REPLACES FORM 37-106 WHICH IS OBSOLETE

SECRET

16 July 1956

Mr. Joseph Stephan Piccolo
2210 20th Street, N. W.
Washington, D. C.

Dear Mr. Piccolo:

Your application for employment with this Agency is presently under active review. Appropriate members of our staff will determine whether we have a position available for a person of your qualifications. Although we cannot predict the length of time needed for this review, we will make every effort to expedite a determination. Should there be unavoidable delays in reaching a decision, we shall do our best to keep you as fully informed as possible regarding the status of your case.

In the meantime, if you should have any questions, feel free to get in touch with us by mail. We ask your patience and assure you of our desire to make the review period as short as is compatible with the careful evaluation to which we feel each case is entitled.

Very truly yours,

H. G. Reynolds
Director of Personnel

OP/Corres/evm(Hennings)

14-00000

CONFIDENTIAL
(When Filled In)

| CLERICAL & COMMUNICATIONS REPORT OF INTERVIEW | DATE AND PLACE OF INTERVIEW: 31 May 1956, Washington, D.C. | CLEARANCE REQUESTED: FULL [ ] PROVISIONAL [ ] |
|---|---|---|
| | SOURCE: Gordon B. Lamb, another applicant. | AVAILABILITY DATE |

| NAME (Last - First - Middle) | MARITAL STATUS | SEX | DATE OF BIRTH |
|---|---|---|---|
| PICCOLO, Joseph Stephan | Single | M | 8 December 1935 |

| PERMANENT ADDRESS | TELEPHONE |
|---|---|
| 1636 - N.E. 20th Street, Ft. Lauderdale, Florida | Logan 4-5834 |
| **TEMPORARY ADDRESS** | **TELEPHONE** |
| 2210 - 20th Street N.W., Washington, D.C. | Adams 4-2355 |

| POSITION RECOMMENDED (Grade and Title) | TEST SCORES: C.A.S. | TYPING | SHORTHAND | OTHER |
|---|---|---|---|---|
| GS-4 Clerk | | | | |

| ACCEPTABLE STATION | CITIZENSHIP |
|---|---|
| [X] WASHINGTON, D.C. [ ] ANYWHERE IN U.S. | [X] U.S. BY BIRTH |
| [ ] OVERSEAS (Under conditions stipulated) | [ ] U.S. BY NATURALIZATION DATE ______ PREVIOUS NATIONALITY ______ |
| LIMITATIONS | [ ] OTHER (Specify) |

| HEALTH | FOREIGN RELATIVES |
|---|---|
| Good. | |

BACKGROUND AND EVALUATION

MILITARY SERVICE, IF ANY (Primary and duty MOS and length of time in each, training, dates of entrance and discharge, areas visited)

Member: D.C. Air National Guard. Rank: Airman 1/C. Draft classification: 1-D.

EVALUATION AND BACKGROUND DATA (Include education and work experience)

1953 - Present, Georgetown University (School of Foreign Service), Diplomatic & Consular, grade average: "75".
August 1953 - September 1955, F.B.I., Clerk, GS-4 ($3150.), to attend school full time.

Mr. Piccolo is of medium height and weight, dark hair, and rather quiet, pleasant, not very talkative and does not give one the impression of being a Ball-of-Fire. Has no area knowledge. Has had slight knowledge of Spanish of which he is taking at the present time in school. Claims good health.

Although has had some nervous disorder which were aftereffects of a gland virus, he had psychiatric consultation for about five months but no treatment. Apparently after this disease (this virus) he couldn't concentrate on his studies and consulted a psychiatrist to obviate the situation. Claims no restrictions otherwise. Tentatively planning to go to law school. Really isn't certain what to do in the future. No 10-9 that he knows of. Several years clerical experience with FBI. Based on past government clerical experience, believe he is worthy of consideration. Might be possibility for regular FI/RI job.

Scheduled him for the GS-4 clerk test on 5 June 1956 and gave him forms.

HOLD FOR FORMS AND TEST SCORES. SHOP TO ERNIE HARDT FOR FI/RI.

[ ] INTERVIEW ON RECRUITMENT TRIP

DATE REPORT AND FORMS FORWARDED TO HEADQUARTERS | RECRUITER: GEORGE S. RAD

FORM NO. 1826 DEE
1 MAY 54

CONFIDENTIAL

CENTRAL INTELLIGENCE AGENCY
WASHINGTON 25, D. C.

Applicant Information
Sheet No. 1

To all persons applying for employment
with the Central Intelligence Agency:

This paper is the first step in applying for employment or consultant status with the Central Intelligence Agency. No application may proceed beyond this first step if the applicant is not in agreement with the conditions stated below:

General Considerations:

1. The National Security Act of 26 July 1947 (Public Law 253, 80th Congress) which created the Central Intelligence Agency places upon the Agency the responsibility:

a. "to advise the National Security Council in matters concerning such intelligence activities of the Government departments and agencies as relate to the national security;

b. "to make recommendations to the National Security Council for the coordination of such intelligence activities of the departments and agencies of the Government as relate to the national security;

c. "to correlate and evaluate intelligence relating to the national security, and provide for the appropriate dissemination of such intelligence within the Government . . . ;

d. "to perform, for the benefit of the existing intelligence agencies, such additional services of common concern as the National Security Council determines can be more efficiently accomplished centrally;

e. "to perform such other functions and duties related to intelligence affecting the national security as the National Security Council may from time to time direct."

14-00000

The special character of this national responsibility requires the Agency to maintain correspondingly special employment criteria which may be different from the routine or normal employment standards of other Government departments and agencies which do not have the highly sensitive responsibility borne by the Central Intelligence Agency. It follows that the investigation of applicants prerequisite to their acceptance is a time-consuming process which, in addition to loyalty and security checks, includes evaluation of competence, physical and emotional fitness, and availability of a suitable position at such time as employment may be offered. This is called "clearance" of an applicant.

2. Investigation of an applicant may reveal something which prevents his clearance - perhaps something of which the applicant is genuinely unaware, perhaps something which only the special employment criteria of the Agency make unacceptable. In any event, adverse findings by the Agency are conclusive and final so far as the Agency is concerned, and no statement of specific reasons is made to the applicant.

3. Employment by the Central Intelligence Agency is not a right upon which an applicant can insist. Offer of employment which is subject to full clearance does not constitute a commitment on the Agency's part giving an unsuccessful applicant grounds for any claim against the Agency. Acceptance of employment upon the condition of clearance is at the applicant's risk, taken with the knowledge that a very substantial percentage of applicants are not cleared.

Statement of Understanding and Agreement

I have read, understand, and agree to the foregoing General Considerations. If not accepted for employment by the Central Intelligence Agency, I will make no claim or demand in conflict with those considerations.

I have also seen and read Applicant Information Sheet No. 2.

(Signature of Applicant)

14-00000

SECRET

# SELECTIVE SERVICE ACTION REQUEST

1 DATE OF REQUEST: 10 October 1957

TO: DIRECTOR OF PERSONNEL

SUBJECT: REQUEST FOR - [ ] DRAFT DEFERMENT [XX] U.S. PERMISSION TO LEAVE COUNTRY
[ ] CANCELLATION OF DRAFT DEFERMENT (Only items 1, 2, 17, 19 are required)

| | |
|---|---|
| 2 NAME (Last-first-middle): PICCOLO, Joseph Stephan | 3 DATE OF BIRTH: 8 December 1935 |
| 4 PRESENT ADDRESS (Number, street, city, zone, state): 2210 20th Street, NW, Washington, D. C. | |
| 5 PLACE OF BIRTH (City or town, state, country): Yonkers, New York | 6 IF NONCITIZEN, INDICATE ALIEN REGISTRATION NUMBER: |
| 7 POSITION TITLE AND GRADE: Mail and File Clerk, GS-4 | 8 OFFICE, DIVISION, BRANCH: DDP/WH/III |
| 9 SERVICE DESIGNATION: DB — 10 EOD DATE: 4 February 1957 | 11 OFFICIAL STATION: Mexico City |
| 12 SELECTIVE SERVICE SERIAL NUMBER: AF 229 239 14 | 13 SELECTIVE SERVICE CLASSIFICATION: 1-D |

14 NUMBER AND ADDRESS OF SELECTIVE SERVICE BOARD: Local Board #44, 521 S. Andrews Avenue, Ft. Lauderdale, Florida

15 APPROPRIATE WORDING FOR "PERMIT" (SSS Form No. 300) UNDER "INDIVIDUALS OR ORGANIZATION REPRESENTED" (Check one): [XX] U.S. GOVERNMENT [ ] SELF [ ] OTHER (Specify)

16 APPROPRIATE WORDING FOR "PERMIT" UNDER "NATURE OF BUSINESS" (Check one): [XX] U.S. GOVERNMENT [ ] SELF [ ] OTHER (Specify)

17 JUSTIFICATION

| | |
|---|---|
| 18 EXPECTED DEPARTURE DATE FOR OVERSEAS: 1 November 1957 | 19 TYPED NAME AND SIGNATURE OF AUTHORIZED OFFICIAL (Regulation 20-680): Robert S. WATTLES, C/WH/Support |

REPORT OF ACTION FROM DIRECTOR OF PERSONNEL

| | |
|---|---|
| 20 TO (Office of origin) | 21 DATE OF ACTION |

22 ACTION REGARDING THE ABOVE REQUEST

REFERRED 18 Nov 57
GENERAL COUNSEL
SENT TO WH/Pers 11 Feb 58
DATE

/s/ Gordon M. Stewart

SIGNATURE OF DIRECTOR OF PERSONNEL

DISTRIBUTION (By OD PERS): 1 - ... 2 - PERSONNEL FOLDER 3 - CPD 4 - OFFICE OF ORIGIN, 5 - OFFICE SECURITY

FORM NO. 575 REPLACES FORM 37-95 WHICH MAY BE USED. 1 JUN 55

SECRET

(21)

SECERT

SECRET

BIOGRAPH

REPRODUCTION MASTERS

BIOGRAPHIC PROFILE

SECRET

**Handle With Care**

14-00000

STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Colonel Omer

DATE: 24 [illegible] 1960

FROM : Gordon M. Stewart /s/ Gordon M. Stewart

SUBJECT: PICCOLO, Joseph Stephan - Cancel Permission to Leave the Country and DIRECTED 4-F Deferment

It is requested that the Permission to Leave the Country granted subject on 18 November 1957 and renewed on 8 December 1959 be cancelled. Please also cancel the DIRECTED 4-F Deferment allowed on 18 November 1957. SSS Form 110 is attached; SSS Forms 300 have been destroyed.

Mr. Piccolo was born on 8 December 1935 in Yonkers, New York. His permanent address is 1636 N. E. 20th Street, Fort Lauderdale, Florida.

STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Colonel Omer

DATE:

FROM : Gordon M. Stewart /s/ Gordon M. Stewart

SUBJECT: PICCOLO, Joseph Stephan - Renew Permission to Leave the Country

It is requested that the Permission to Leave the Country granted subject on 18 November 1957 be renewed. SSS Form 300 issued on this date has been destroyed. Please retain the DIRECTED 4-F Deferment allowed subject on 18 November 1957. Subject will return by December 1960 at which time we will cancel his DIRECTED Deferment.

Mr. Piccolo was born on 8 December 1935 in Yonkers, New York. His permanent address is 1636 N. E. 20th Street, Fort Lauderdale, Florida.

14 December 1959

MEMORANDUM FOR: Chief, WH Personnel

SUBJECT: SSS Form 300 for Joseph S. Piccolo

1. Forwarded is SSS Form 300 for Mr. Piccolo. While the Director of Selective Service has issued this permit for a period of two years, the files of this office and the office of the Director of Selective Service reflect a termination date of his overseas service of at least December 1960.

2. As we discussed earlier, this termination date has been set to avoid the possibility of Mr. Piccolo's authorized absence placing him in a position which might preclude the necessity of his meeting his military obligation as established by his local board.

J. L. Olmstead
Deputy Chief, Personnel
Operations Division

Distribution:
Orig. and 1 - Addressee
1 - SSS File

OP/POD/JLOlmstead:ahw (14 Dec 59)

14-00000

SECRET

**SELECTIVE SERVICE ACTION REQUEST**

1 DATE OF REQUEST: 10 October 1957

TO : DIRECTOR OF PERSONNEL

SUBJECT: REQUEST FOR - [XX] DRAFT DEFERMENT [XX] S.S. PERMISSION TO LEAVE COUNTRY [ ] CANCELLATION OF DRAFT DEFERMENT (Only items 1, 2, 17, 19 are required)

| | |
|---|---|
| 2 NAME (Last-first-middle): PICCOLO, Joseph Stephan | 3 DATE OF BIRTH: 8 December 1935 |
| 4 PRESENT ADDRESS (Number, street, city, zone, state): 2210 20th Street, NW, Washington, D. C. | |
| 5 PLACE OF BIRTH (City or town, state, country): Yonkers, New York | 6 IF NONCITIZEN, INDICATE ALIEN REGISTRATION NUMBER |
| 7 POSITION TITLE AND GRADE: Mail and File Clerk, GS-4 | 8 OFFICE, DIVISION, BRANCH: DDP/WH/III |
| 9 SERVICE DESIGNATION: DS / 10 EOD DATE: 4 February 1957 | 11 OFFICIAL STATION: Mexico City |
| 12 SELECTIVE SERVICE SERIAL NUMBER: ~~AB-229-289-14~~ 8-44-35-604 | 13 SELECTIVE SERVICE CLASSIFICATION: 1-D |

14 NUMBER AND ADDRESS OF SELECTIVE SERVICE BOARD: Local Board #44, 521 S. Andrews Avenue, Ft. Lauderdale, Florida

15 APPROPRIATE WORDING FOR "PERMIT" (SSS Form No 300) UNDER "INDIVIDUALS OR ORGANIZATION REPRESENTED" (Check one): [XX] U.S. GOVERNMENT [ ] SELF [ ] OTHER (Specify)

16 APPROPRIATE WORDING FOR "PERMIT" UNDER "NATURE OF BUSINESS" (Check one): [XX] U.S. GOVERNMENT [ ] SELF [ ] OTHER (Specify)

17 JUSTIFICATION

3 years + 8 mos - Air National Guard - Andrews Air Force Base

no active duty of training.

Told he would be put on:

discharge + transfer to inactive reserve.

position not established

18 EXPECTED DEPARTURE DATE FOR OVERSEAS: 1 November 1957

19 TYPED NAME AND SIGNATURE OF AUTHORIZED OFFICIAL (Regulation 20-680): Robert S. Wattles — Robert S. WATTLES, C/WH/Support

REPORT OF ACTION FROM DIRECTOR OF PERSONNEL

20 TO (Office of origin)

21 DATE OF ACTION

22 ACTION REGARDING THE ABOVE REQUEST

DEFERRED UNTIL FURTHER NOTICE PER GENERAL [illegible] 13 Nov 57

SENT TO [illegible] 11/21/58 DATE

Gordon M. Stewart
SIGNATURE OF DIRECTOR OF PERSONNEL

DISTRIBUTION (By OD PERS): 1 - 00, 2 - PERSONNEL FOLDER, 3 - OPS, 4 - S, 7 - OF ORIGIN, 8 - OFFICE SECURITY

FORM NO. 575 JUN 55 REPLACES FORM 37-85 WHICH MAY BE USED.

SECRET

14-00000

STANDARD FORM NO. 64

# *Office Memorandum* • UNITED STATES GOVERNMENT

TO : Record DATE: 29 Oct 57

FROM : S. Richelderfer

SUBJECT: Piccolo, Joseph Stephan

Subject was advised this date that the Agency would request a directed deferment. He was told the meaning of a "directed deferment" and advised not to contact his local board and they will not contact him. He was sent to see Captain Noble in Reserve Affairs Branch. Captain Noble was not in and subject was interviewed by Sgt. MacKenzie. I talked to MacKenzie and stressed the fact that subject should be advised to be sure to drop out of the National Guard. MacKenzie said that he would have to request to be put in a standby reserve status. This seems to be a satis factory arrangement, since we are requesting a directed deferment, the L.B. will not contact Piccolo.

14-00000

SECRET

MEMORANDUM FOR: Deputy Director of Personnel

SUBJECT: Mexico City Clerical Requirements

1. PAD has attempted to locate two suitable candidates for the WH vacancies who will not be eligible for the draft. Machine runs were used, as were file referrals, checks with approriate Administrative and Personnel representatives in Agency components, and a thorough screening of Tables of Organization. A total of 25 individuals at the GS-5 or lower level were checked out. One candidate was located, a Mr. William G. Rawls, Clerk, GS-4 with WE. He has been accepted by the Division for the January requirement. The January deadline was chosen for him because he will be able to pass the typing requirement for State integration. We had no success in finding a candidate for the 1 November deadline. All of the others were disqualified, largely because of marriage, unwillingness to accept the assignment.

2. Under the circumstances, it is recommended that Mr. Rawls be processed against the January requirement and that Mr. Joseph Piccolo, who was originally submitted for the November departure, be processed for the assignment, and that a directed deferment be requested for him.

Robert W. Sheay

Robert W. Sheay
Chief, Personnel Assignment Division

28 Oct 57.

SECRET

14-00000

OFFICE OF THE DIRECTOR

NATIONAL HEADQUARTERS
SELECTIVE SERVICE SYSTEM
451 INDIANA AVENUE NORTHWEST
WASHINGTON 25, D. C.

ADDRESS REPLY TO
THE DIRECTOR OF SELECTIVE SERVICE

July 18, 1958

Attention:
Colonel Omer

FOR PERSONAL ATTENTION
OF STATE DIRECTOR

State Director of Selective Service
310 Charlotte Street
St. Augustine, Florida

Subject: Joseph Stephan Piccolo
SS No. 8-44-35-604

Dear Colonel Wall:

Reference is made to our letter of November 18, 1957, advising you that the Director of Selective Service had directed that the above-named registrant be classified in Class IV-F until further notice, under section 1622.60 of the Selective Service Regulations.

Mr. Piccolo has now received SSS Form No. 80 (Standby Reserve Questionnaire). Due to circumstances beyond his control, Mr. Piccolo is unable to complete this form, which is enclosed. Please return it to the local board with the instruction that it not be re-mailed until such time as the Director withdraws his directed classification of Mr. Piccolo under the Universal Military Training and Service Act, as amended.

For The Director,

DANIEL O. OMER
Colonel, JAGC
General Counsel

Enclosure

cc: Mr. Gordon M. Stewart

14-00000

14-00000

FOR PURPOSES OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, YOU ARE DESIGNATED EXEMPT.

EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

PICCOLO JOSEPH S 025658 41351049

14-00000

SECRET

**NOTIFICATION OF ESTABLISHMENT OF MILITARY COVER BACKSTOP**

DATE: 21 January 1964

TO: (Check)
- [X] CHIEF, RECORDS AND SERVICES DIVISION
- [ ] CHIEF, OPERATING COMPONENT, JOTP

ESTABLISHED FOR: PICCOLO, Joseph S.

ATTN: Mr. Wiley

FILE NO.: 4455

REF: Pre-employment Cover Briefing

ID CARD NO.:

MILITARY COVER BACKSTOP ESTABLISHED: US Army Research Translation Group

[X] BLOCK RECORDS: (OPNEMO 20-800-11)

a. TEMPORARILY FOR ____ DAYS, EFFECTIVE ____________.

X b. CONTINUING, EFFECTIVE 6 January 1964.

[ ] SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY TO 3. (HB 20-800-2)

[ ] ASCERTAIN THAT ARMY W-2 BEING ISSUED. (HB 20-661-1)

[ ] SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (R 240-250)

[ ] SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (R 240-250)

[ ] REMARKS:

[ ] COPY TO CPD/OP

James H. Franklin

AMW/sl    CHIEF, MILITARY COVER ...

DISTRIBUTION: ... 1-PSD OS  1-ADPD/COMPT

FORM 1551 OBSOLETE PREVIOUS ...

14-00000

SECRET

| NOTIFICATION OF CANCELLATION OF MILITARY COVER BACKSTOP | | | DATE 11 June 1963 |
|---|---|---|---|
| TO: (Check) | X | CHIEF, PERSONNEL OPERATIONS DIVISION | SUBJECT |
| | | CHIEF, OPERATING COMPONENT (For Action) OS | PICCOLO, Joseph S. |
| ATTN: | Mr. White | | |
| REF: | Form 1322 dtd 4 June 63 removing cover | | FILE NO. 4455 |
| MILITARY COVER DISCONTINUED | US Army Records Analysis Group | | ID CARD NO. |

[X] Unblock Records: (OP Memo 20-800-11)

Effective EOD

[X] Submit Form 642 To Change Limitation Category. (HB 20-800-2 to be redesignated HHB 20-7)

[NA] Return All Military Documentation To CCS.

[ ] Remarks:

THIS MEMO MUST REMAIN ON TOP OF FILE

[ ] COPY TO CPD/OP

James H. [illegible]

CD/DD CHIEF, MILITARY COVER, CCS

DISTRIBUTION: 1 - OSD OS 1 - PSD OS

551a

SECRET

14-00000

SECRET

15 August 1961
4455

MEMORANDUM FOR: Chief, Records and Services Division
Office of Personnel

SUBJECT : PICCOLO, Joseph S.

1. Cover arrangements are in process, and/or have been completed for the above-named Subject.

2. Effective 15 January 1961, it is requested that your records be properly blocked ~~reopened~~ to deny ~~acknowledge~~ Subject's current Agency employment to an external inquirer.

3. This memorandum confirms an oral request of ____________
____________.

For GLENN E. MOORHOUSE
Acting Chief, Central Cover Group

cc: SSD/OS

THIS MEMO MUST REMAIN ON TOP OF FILE

SECRET

FORM 1-58 1580a

(4-11-40)

SECRET

[illegible]
[illegible]

MEMORANDUM FOR: Office of Personnel
[illegible] Division
[illegible]
[illegible] (?)

SUBJECT : Joseph Stephen [illegible]

1. Reference is made to the memorandum from [illegible] dated 16 October [illegible] requesting [illegible] records be blocked from all outside inquiries [illegible] determined that [illegible] Counsel. [illegible] Subject's entire association [illegible] for the entire period [illegible] you are requested to block his records [illegible] such time that he has been [illegible] by the Agency.

2. Thank you for your cooperation.

Thomas K. Sharge
for [illegible]

THIS MEMO MUST REMAIN
ON TOP OF FILE [initials]

SECRET

14-00000

16 October 1957
C-1661 (Miladenu)

MEMORANDUM FOR: Office of Personnel
Records & Services Division
Counseling Branch/CP

SUBJECT : Joseph Stephan Piccolo (T)

1. It is requested that you close your records concerning subject to all outside inquiries regarding Agency connection from 16 October 1957 forward. You will be advised in the future if it is deemed advisable to reopen these records.

2. Thank you for your cooperation.

Thomas N. Strange
JOHN G. SOUTHARD
for CHIEF, CCB/NC

THIS MEMO MUST REMAIN ON TOP OF FILE

SECRET

28 September 1961
File No. 4455

MEMORANDUM FOR: Chief, Records and Services Division
Office of Personnel

THROUGH : Chief, PSD/OS
Attention: Mr. Robert C. Swendiman

SUBJECT : PICCOLO, Joseph S.
GS-7, WH - Cover Debriefing

1. Mr. Piccolo entered on duty with the Agency on 4 February 1957 and will resign on 4 October 1961. During his period of employment he utilized nominal state cover in Mexico from 1 November 1957 to 14 January 1960, and from 15 January 1961 to resignation used nominal Department of the Army cover in Headquarters.

2. Mr. Piccolo was instructed to indicate his employer for the entire period as CIA, 2430 E Street, N. W., Washington 25, D. C.

3. He was further instructed to indicate, whenever necessary, that he travelled, listing various countries en route to and from Mexico, but not reveal the specific location or details of his cover assignment.

4. Mr. Piccolo's forwarding address will be 1636 N.E. 20th Street, Ft. Lauderdale, Florida. His new employment is 121st Tactical Fighter Sq., Andrews AFB.

5. The above information is furnished for your guidance and inclusion in the Subject's personnel and security files.

For ROBERT E. YOUNG
Chief, Military Cover Branch, CCG

SECRET

SECRET

# NOTIFICATION OF PERSONNEL ACTION

| DATE PROCESSED | CONTROL NUMBER |
|---|---|
| 05-02-80 | 202 |

| 1 SSN | 2 NAME (LAST-FIRST-MIDDLE) | 3 DATE OF BIRTH | 4 SEX | 5 CITIZEN |
|---|---|---|---|---|
| 265441514 | PICCOLO JOSEPH S I | 12-08-35 | M | U |

| 6 RETIREMENT | 7 SERV COMP DATE | 8 LONG COMP DATE | 9 DATE OF GRADE | 10 LEI DATE | 11 VETERANS PREFERENCE | 12 ANNUITY STATUS |
|---|---|---|---|---|---|---|
| CIARDS | 12-27-54 | 12-24-57 | 05-04-80 | 05-04-80 | NONE | |

## ACTION TAKEN

| 13 NATURE OF ACTION | 14 EFFECTIVE DATE | 15 LEGAL AUTHORITY |
|---|---|---|
| PROMOTION | 05-04-80 | 50 USCA 403 |

| 16 POSITION NUMBER | 17 AFFILIATION |
|---|---|
| C1069 | STAFF EMPLOYEE-CAREER |

| 18 ORGANIZATIONAL DESIGNATIONS | 19 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO IAD<br>COVERT ACTION STAFF<br>AREA OPERATIONS BRANCH<br>AREA SECTION | WASHINGTON, D.C. |

| 20 HEADQUARTERS | 21 COVER TYPE | 22 COVER ORGANIZATION |
|---|---|---|
| DEPARTMENTAL | | |

| 23 EMPLOYEE OCCUPATIONAL TITLE | 24 SUFFIX | 25 SERV DESIG | 26 SCHEDULE | 27 OCC SERIES | 28 GRADE | 29 STEP | 30 SALARY & PAY BASIS |
|---|---|---|---|---|---|---|---|
| OPERATIONS OFFICER | | DHC | GS | 0136.01 | 14 | 4 | 38184 PA |

| 31 HOURS | 32 TOUR | 33 PROJECT NO | 34 FLSA | 35 NSCA | 36 SCC | 37 DEVELOPMENT COMP CODE | NTE (MO. DA. YR.) | 38 PERSONAL RANK ASSIGN CODE | NTE (MO. DA. YR.) | 39 DETAIL ORGANIZATION |
|---|---|---|---|---|---|---|---|---|---|---|
| 80 | F | 244163 | E | | PROF | | | | | |

POSITION INFORMATION

| 40 OCCUPATIONAL TITLE | 41 SUFFIX | 42 SERV. DESIG | 43 SCHEDULE | 44 GRADE | 45 SCC | 46 SPEC REF | 47 SEPARATION DATA CODE |
|---|---|---|---|---|---|---|---|
| OPERATIONS OFFICER | | D | GS | 14 | PROF | | |

48 REMARKS

FC
13 MAY 1980 42

SFN = 0109705 SER = 0025658

SIGNATURE OR OTHER AUTHENTICATION

SECRET

FORM 1150 USE PREVIOUS EDITIONS

14-00000

SECRET

# NOTIFICATION OF PERSONNEL ACTION

| DATE PROCESSED | | CONTROL NUMBER |
|---|---|---|
| 04-17-80 | | 201 |

| 1. SSN | 2. NAME (LAST-FIRST-MIDDLE) | 3. DATE OF BIRTH | 4. SEX | 5. CITIZEN |
|---|---|---|---|---|
| 265441914 | FICCOLO JOSEPH S | 12-08-35 | M | U |

| 6. RETIREMENT | 7. SERV. COMP. DATE (MO DA YR) | 8. LONG COMP DATE (MO DA YR) | 9. DATE OF GRADE (MO DA YR) | 10. LEI DATE (MO DA YR) | 11. VETERANS PREFERENCE | 12. ANNUITY STATUS |
|---|---|---|---|---|---|---|
| CIARDS | 12-27-54 | 12-24-57 | 02-04-73 | 01-28-79 | NONE | |

## ACTION TAKEN

| 13. NATURE OF ACTION | 14. EFFECTIVE DATE (MO DA YR) | 15. LEGAL AUTHORITY |
|---|---|---|
| REASSIGNMENT<br>CHANGE OF HOME BASE | 04-15-80 | 50 USCA 403 |

| 16. POSITION NUMBER | 17. AFFILIATION |
|---|---|
| C1065 | STAFF EMPLOYEE-CAREER |

| 18. ORGANIZATIONAL DESIGNATIONS | 19. LOCATION OF OFFICIAL STATION |
|---|---|
| DDO IAD<br>COVERT ACTION STAFF<br>AREA OPERATIONS BRANCH<br>AREA SECTION | WASHINGTON, D.C. |

| 20. HEADQUARTERS | 21. COVER TYPE | 22. COVER ORGANIZATION |
|---|---|---|
| DEPARTMENTAL | | |

| 23. EMPLOYEE OCCUPATIONAL TITLE | 24. SUFFIX | 25. SERV. DESIG | 26. SCHEDULE | 27. OCC SERIES | 28. GRADE | 29. STEP | 30. SALARY & PAY BASIS |
|---|---|---|---|---|---|---|---|
| OPERATIONS OFFICER | | DHC | GS | 0136.01 | 13 | 7 | 35249 PA |

| 31. HOURS | 32. TOUR | 33. PROJECT NO | 34. FLSA | 35. NSCA | 36. RV | 37. DEVELOPMENT COMP (CODE / NTE MO DA YR) | 38. PERSONAL RANK ASSIGN (CODE / NTE MO DA YR) | 39. DETAIL ORGANIZATION |
|---|---|---|---|---|---|---|---|---|
| 80 | F | 244163 | E | | PROF | | | |

POSITION INFORMATION

| 40. OCCUPATIONAL TITLE | 41. SUFFIX | 42. SERV. DESIG | 43. SCHEDULE | 44. GRADE | 45. SCC | 46. SPEC REF | 47. SEPARATION DATA CODE |
|---|---|---|---|---|---|---|---|
| OPERATIONS OFFICER | | D | GS | 14 | PROF | | |

48. REMARKS

FROM: CIS

SFN = 0109709 SER = 0025658

POSTED
2 APR 1980

SIGNATURE OR OTHER AUTHENTICATION

FORM 1150 USE PREVIOUS EDITIONS

SECRET

14-00000

A11 LC8 1C0 075

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5 U.S.C. AND EXECUTIVE ORDER 12165 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 OCTOBER 1979

| NAME | ID NUMBER | ORG. | SCH-GR-STEP | NEW SALARY |
|---|---|---|---|---|
| PICCOLO JOSEPH S | 0025658 | CIS | GS 13 7 | $35,249 |

11508

| 1 SERIAL NO | 2. NAME | 3 ORGANIZATION | 4 FUNDS | 5 LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 31 400 | | |

| 6 OLD SALARY RATE | | | | 7 NEW SALARY RATE | | | | 8 TYPE ACTION | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff Date | Grade | Step | Salary | EFFECTIVE DATE | WGI | QSI | ADJ. |
| GS 13 | 6 | $32,028 | 01/30/77 | GS 13 | 7 | $32,943 | 01/28/79 | | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE

SIGNATURE Stephen f. [signature] DATE 4 Jan 77

- [✓] NO EXCESS LWOP
- [ ] IN PAY STATUS AT END OF WAITING PERIOD
- [ ] LWOP STATUS AT END OF WAITING PERIOD

CLERK'S INITIALS AUDITED BY [initials]

FORM 10-73 560E Use previous editions PAY CHANGE NOTIFICATION (4 51)

A11 L08 100 075

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5 U.S.C. AND EXECUTIVE ORDER 12087 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 6 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 08 OCTOBER 1978

| NAME | ID NUMBER | ORG. | SCH-GR-STEP | NEW SALARY |
|---|---|---|---|---|
| PICCOLO JOSEPH S | 0025658 | CIS | GS 13 6 | $32,028 |

11566

| 1 SERIAL NO | 2 NAME | 3 ORGANIZATION | 4 FUNDS | 5 LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO, JOSEPH S. | 31400 | | |

| 6 OLD SALARY RATE | | | | 7 NEW SALARY RATE | | | | 8 TYPE ACTION | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff Date | Grade | Step | Salary | EFFECTIVE DATE | WGI | QSI | ADJ. |
| GS 13 | 5 | $29490 | 01-30-77 | GS 13 | 6 | $30357 | 03-26-78 | | X | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE

SIGNATURE /s/ FWM JANNEY

DATE 24 MARCH 1978

- [ ] NO EXCESS LWOP
- [ ] IN PAY STATUS AT END OF WAITING PERIOD
- [ ] LWOP STATUS AT END OF WAITING PERIOD

QUALITY STEP INCREASE

CLERKS INITIALS

AUDIT

FORM 10-73 560E Use previous editions

PAY CHANGE NOTIFICATION

(4-51)

14-00000

LSM 122077

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

OCF

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT-CHANGE OF FUNCTIONAL CATEGORY | 11 07 77 | REGULAR |

| 6. FUNDS | V TO V / CF TO V | V TO CF / CF TO CF | 7. FAN AND NCCA | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|
| | | | 8027 0172 0000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/CI STAFF<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | WASH., D.C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| OPERATIONS OFFICER | 0K67 | DAS |

| 14. CLASSIFICATION SCHEDULE (GS, WG, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 5 | 29490 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING NUMERIC | ALPHABETIC | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs Code | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 31400 | CIS | 75013 | | 1 | 12 03 35 | | |

28. NTE EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - CIA, 3 - FICA, 5 - NONE) | 31. SEPARATION DATA CODE | 32. Correction/Cancellation Data | EOD DATA | 33. SECURITY REQ NO | 34. SEX

35. VET PREFERENCE (0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36. SERV COMP DATE | 37. LONG COMP DATE | 38. CAREER CATEGORY | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO.

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (0 - NO PREVIOUS SERVICE; 1 - NO BREAK IN SERVICE; 2 - BREAK IN SERVICE (LESS THAN 3 YRS); 3 - BREAK IN SERVICE (MORE THAN 3 YRS)) | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA | 44. STATE TAX DATA

SIGNATURE OR OTHER AUTHENTICATION

FORM 1150 5-74 Mfg 10-74 | Use Previous Edition | SECRET | E2 IMPDET CL BY 007622

LJF

14-00000

A11 LO8 100 075

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5 U.S.C. AND EXECUTIVE ORDER 12010 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 09 OCTOBER 1977

| NAME | ID NUMBER | ORG. | SCH-GR-STEP | NEW SALARY |
| --- | --- | --- | --- | --- |
| PICCOLO JOSEPH S | 0025658 | CIS | GS 13 5 | $29,490 |

11934

14-00000

PLF: 112277

SECRET
(When Filled In)

OCF

# NOTIFICATION OF PERSONNEL ACTION

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 11 01 77 | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 FAN AND NSCA | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | | CF TO CF | 8027 0172 0000 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/CI STAFF<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| OPERATIONS OFFICER | GK67 | DAG |

| 14 CLASSIFICATION SCHEDULE (GS, WB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 5 | 29490 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ. Code | 21 OFFICE CODING (Numeric / Alphabetic) | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 31400 CIS | 75013 | | 1 | 12 08 35 | | |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE | 36 SERV. COMP. DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI / HEALTH INSURANCE | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA | 44 STATE TAX DATA

SIGNATURE OR OTHER AUTHENTICATION

POSTED
23Nov77 AED

FORM 1150 5-74 Mfg 10-76 | Use Previous Edition

SECRET

E2 IMPDET CL BY

14-00000

AEO 15 JUL 77

SECRET
(When Filled In)

OCF

# NOTIFICATION OF PERSONNEL ACTION

1 SERIAL NUMBER: 025658

2 NAME (LAST-FIRST-MIDDLE): PICCOLO JOSEPH S

3 NATURE OF PERSONNEL ACTION: REASSIGNMENT-CHANGE OF HOME BASE

4 EFFECTIVE DATE (MO DA YR): 06 19 77

5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V / CF TO V / V TO CF / CF TO CF

7 FAN AND NSCA: 7027 0172 0000

8 CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J

9 ORGANIZATIONAL DESIGNATIONS:
DDO/CI STAFF
OPERATIONS GROUP
SPECIAL OPERATIONS BRANCH

10 LOCATION OF OFFICIAL STATION: WASH., D.C.

11 POSITION TITLE: OPERATIONS OFFICER

12 POSITION NUMBER: EP93

13 SERVICE DESIGNATION: DAG

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): GS

15 OCCUPATIONAL SERIES: 0136.01

16 GRADE AND STEP: 13 5

17 SALARY OR RATE: 27548

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20 Employ. Code | 21. OFFICE CODING (NUMERIC / ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH | 26. DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 31400 / CIS | 75013 | | 1 | 12 08 35 | | |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 - CSC, 2 - CIA, 3 - FICA, 4 - NONE) | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET. PREFERENCE (0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP) | 39 FEGLI, HEALTH INSURANCE (0 - WAIVED, 1 - YES; HEALTH INS CODE) | 40 SOCIAL SECURITY NO

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (0 NO PREVIOUS SERVICE; 1 NO BREAK IN SERVICE; 2 BREAK IN SERVICE LESS THAN 3 YRS; 3 BREAK IN SERVICE MORE THAN 3 YRS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 - YES 2 - NO; CODE; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 - YES 2 - NO; CODE; NO TAX EXEMP; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

RDG

FORM 1150 5-74 Mfg 10-74 | Use Previous Edition

SECRET

E2 IMPDET CL BY 007622

| 1. SERIAL NO | 2. NAME | 3. ORGANIZATION | 4. FUNDS | 5. LWOP HOURS |
|---|---|---|---|---|
| [illegible] | [illegible] | [illegible] | V | |

| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TYPE ACTION | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | WGI | QSI | ADJ. |
| [illegible] | [illegible] | [illegible] | [illegible] | GS 13 | [illegible] | [illegible] | [illegible] | | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE

SIGNATURE | DATE

☐ NO EXCESS LWOP

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS

FORM 10-73 560E Use previous editions

**PAY CHANGE NOTIFICATION**

(4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11941 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 1 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1976

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025454 | 31 400 | V | GS 13 4 | $26,738 |

KNR: 22 JULY 76

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

OCF

| 1 SERIAL NUMBER | 2 NAME (LAST FIRST MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS | 07 18 76 | REGULAR |

| 6 FUNDS | | | | | 7 FAN AND NSCA | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | V TO V | | V TO CF | | |
| | X | CF TO V | | CF TO CF | T227 0172 0000 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/CI STAFF<br>OPERATIONS GROUP<br>SPECIAL OPERATIONS BRANCH | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| OPERATIONS OFFICER | EP93 | DQG |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 4 | 25198 |

18 REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 16 | 10 | 31400 | CIS | 7501B | | 1 | 12 08 35 | | |

| 28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data | | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| MO DA YR | | 1 CSC 2 CIA 3 FICA 5 NONE / CODE | | TYPE / MO DA YR | EOD DATA | | |

| 35 VET PREFERENCE | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI / HEALTH INSURANCE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| CODE / 0 NONE 1 5 PT 2 10 PT | MO DA YR | MO DA YR | CAR RSV PROV TEMP / CODE | CODE / 0 WAIVED 1 YES / HEALTH INS CODE | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA | 44 STATE TAX DATA |
|---|---|---|---|
| CODE / 0 NO PREVIOUS SERVICE 1 NO BREAK IN SERVICE 2 BREAK IN SERVICE (LESS THAN 3 YRS) 3 BREAK IN SERVICE (MORE THAN 3 YRS) | | FORM EXECUTED 1 YES 2 NO / CODE / NO TAX EXEMPTIONS | FORM EXECUTED 1 YES 2 NO / CODE / NO TAX EXEMP / STATE CODE |

SIGNATURE OR OTHER AUTHENTICATION

FROM: LA

POSTED
JUL 1976

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11883 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 12 OCTOBER 1975

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | C25658 | 51 500 | CF | GS 13 4 | $25,198 |

11 SEPT 73

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| [illegible]2565[illegible] | PICCOLO JOSEPH [illegible] |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | [illegible] 31 73 | REGULAR |

| 6. FUNDS | | V TO V | | V TO CF | 7. FAN AND NSCA | | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 6135 4630 | [illegible] | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/LA DIVISION<br>CUBA OPERATIONS GROUP<br>OPS BRANCH | WASH., D.C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| OPERATIONS OFFICER | C065 | D05 |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 1 | 23337 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ. Code | 21. OFFICE CODING (NUMERIC) | 21. (ALPHABETIC) | 22. STATION CODE | 23. INTEGREE CODE | 24. Military Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE (MO DA YR) | 27. DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 5150[illegible] | LA | 22013 | | 1 | 12 [illegible] 33 | | |

| 28. NTE EXPIRES (MO DA YR) | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - CIA, 3 - FICA, 5 - NONE; CODE) | 31. SEPARATION DATA CODE | 32. Correction / Cancellation Data (TYPE, MO DA YR) | EOD DATA | 33. SECURITY REQ. NO. | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35. VET PREFERENCE (CODE; 0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36. SERV COMP DATE (MO DA YR) | 37. LONG COMP DATE (MO DA YR) | 38. CAREER CATEGORY (CAR, RESV, PROV, TEMP; CODE) | 39. FEGLI / HEALTH INSURANCE (CODE; 0 - WAIVER, 1 - YES; HEALTH INS. CODE) | 40. SOCIAL SECURITY NO. |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE; 0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS.), 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)) | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA (FORM EXECUTED 1 - YES, 2 - NO; CODE; NO. TAX EXEMPTIONS) | 44. STATE TAX DATA (FORM EXECUTED 1 - YES, 2 - NO; CODE; NO. TAX EXEMP.; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

RCS

FORM 1150 Use Previous Edition
1-74 Mfg. 10-74

SECRET

E2 IMPDET CL BY 007622

14-00000

KMHI: 22 AUG 75

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

ØCF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| Ø25658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| CONVERSION FROM FSR STATUS | "COB" Ø8 25 75 | REGULAR |

| 6 FUNDS | | | | 7 CAN AND NSCA | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|
| | V TO V | | V TO CF | | |
| | CF TO V | X | CF TO CF | 6135 1Ø49 ØØØ2 | 5Ø USC 4Ø3 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/LA DIVISION<br>FOREIGN FIELD<br>MANAGUA, NICARAGUA STATION | MANAGUA, NICARAGUA |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| OPS OFFICER DCOS | CR49 | DOG |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | Ø136.Ø1 | 13 4 | 23997 |

18 REMARKS
MANAGUA, NICARAGUA

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE (MO DA YR) | 27 DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 56 | 1Ø | 5166Ø | LA | 52Ø73 | | 3 | 12 Ø8 35 | | |

| 28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 4 NONE) CODE | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data (TYPE, MO, DA, YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE CODE (0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE | 39 FEGLI / HEALTH INSURANCE CODE (0 WAIVED, 1 YES) | HEALTH INS CODE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|---|
| | | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0 - NO PREVIOUS SERVICE; 1 - NO BREAK IN SERVICE; 2 - BREAK IN SERVICE LESS THAN 3 YRS; 3 - BREAK IN SERVICE (MORE THAN 3 YRS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA: FORM EXECUTED (1 YES, 2 NO) | CODE | NO TAX EXEMPTIONS | 44 STATE TAX DATA: FORM EXECUTED (1 YES, 2 NO) | CODE | NO TAX EXEMP | STATE CODE |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED

FORM 1150 5-74 Mfg 10-74 — Use Previous Edition

SECRET

E2 IMPDET CL BY 007622

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11811 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 OCTOBER 1974

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 660 | CF | GS 13 3 | $23,270 |

L-5-2

| 1 SERIAL NO | 2 NAME | 3 ORGANIZATION | 4 FUNDS | 5 LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 51 660 | CF | |

| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8 TYPE ACTION | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff Date | Grade | Step | Salary | EFFECTIVE DATE | WGI | QSI | ADJ |
| GS 13 | 3 | $23,270 | 02/03/74 | GS 13 | 4 | $23,997 | 02/02/75 | | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE

SIGNATURE

DATE

- [ ] NO EXCESS LWOP
- [x] IN PAY STATUS AT END OF WAITING PERIOD
- [ ] LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS

FORM 10-73 560E Use previous edition

PAY CHANGE NOTIFICATION

(4-51)

14-00000

PDC: 22 AUG 74

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

IDF

| 1 SERIAL NUMBER | 2 NAME (LAST FIRST MIDDLE) |
|---|---|
| 025652 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| CHANGE OF USCA | 08 19 74 | REGULAR |

| 6 FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7 FAN AND NBCA | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | | X | | 5135 1060 0002 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/WH DIVISION<br>FOREIGN FIELD<br>BRANCH 2-MANAGUA, NICARAGUA STATION | MANAGUA, NICARAGUA |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| AEST ATTACHE POL OFF<br>OPS OFFICER | 0335 | DOC |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 05 4<br>13 3 | 18479<br>22355 |

18 REMARKS
MANAGUA, NICARAGUA

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING (NUMERIC / ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE (MO DA YR) | 27 DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51560 WH | 52273 | S | 3 | 12 03 35 | | |

| 28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC 2 CIA 3 FICA 4 NONE; CODE) | 31 SEPARATION DATA CODE | 32 Correction /Cancellation Data (TYPE MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE (CODE; 0 NONE 1 5 PT 2 10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR RESV PROV TEMP) | CODE | 39 FEGLI / HEALTH INSURANCE (CODE; 0 WAIVED 1 YES; HEALTH INS CODE) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|---|
| | | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE; 0 NO PREVIOUS SERVICE 1 NO BREAK IN SERVICE 2 BREAK IN SERVICE LESS THAN 3 YRS 3 BREAK IN SERVICE OVER THAN 3 YRS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
JK 8/23/74

FORM 1150 Use Previous

SECRET DMS

E 2 IMPDET CL BY 007622 (4-81)

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11739 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 OCTOBER 1973

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 660 | CF | GS 13 2 | $21,366 |

G-52

| 1 SERIAL NO | 2 NAME | 3 ORGANIZATION | 4 FUNDS | 5 LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 51 660 | CF | |

| 6 OLD SALARY RATE | | | | 7 NEW SALARY RATE | | | | 8 TYPE ACTION | |
|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ |
| GS 13 | 2 | $21,366 | 02/04/73 | GS 13 | 3 | $22,055 | 02/03/74 | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE

SIGNATURE

DATE

[X] NO EXCESS LWOP

[ ] IN PAY STATUS AT END OF WAITING PERIOD

[ ] LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS

AUDITED BY

FORM 560E Use previous edition

PAY CHANGE NOTIFICATION

14-00000

SECRET
(When Filled In)

RCS: 20 SEP 73

## NOTIFICATION OF PERSONNEL ACTION

ODF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 09 17 73 | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 FAN AND NSCA | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 4135 1049 0001 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/WH DIVISION<br>FOREIGN FIELD<br>BRANCH 2-MANAGUA, NICARAGUA STATION | MANAGUA, NICARAGUA |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| ASST ATTACHE POL OFF<br>OPS OFFICER DCOS | 0396 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 05 3<br>13 2 | 17075<br>20357 |

18 REMARKS

OPS OFFICER DCOS OCCUPYING OPS OFFICER POSITION
RIO DE JANEIRO, BRAZIL

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING (NUMERIC) | (ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51660 | WH | 52073 | S | 3 | 12 08 35 | | |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 4 NONE) | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE (0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI / HEALTH INSURANCE (0 WAIVED, 1 YES; HEALTH INS CODE) | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE LESS THAN 3 YRS, 3 BREAK IN SERVICE MORE THAN 3 YRS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMP; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

[illegible] 9 24 73

FORM 1150 Use Previous Edition

SECRET

E 2 IMPDET CL BY 007622

06

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

UJSS 07/21/73

| 1 SERIAL NUMBER | 2 NAME (LAST FIRST MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT AND CHANGE IN N.S.C.A. | 07 01 73 | |

| 6 FUNDS | | V TO V | | V TO CF | 7 FAN AND NSCA | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 4135 0694 0001 | |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDO/WH DIVISION | RIO DE JANEIRO, BRAZIL |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 CAREER SERVICE DESIGNATION |
|---|---|---|
| OPS OFFICER | 1865 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 13 | |

18 REMARKS

SIGNATURE OR OTHER AUTHENTICATION

J.F. BLAKE

POSTED
uas 7-25-73

Form 1150B 9-73 Use Previous Edition

SECRET

E 2 IMPDET CL BY 007622

THIS EMPLOYEE HAS BEEN IDENTIFIED AS
A C.I.A. EMPLOYEE FOR PURPOSES OF
WITHOLDING STATE AND FEDERAL TAXES

DATE DESIGNATED JANUARY 03 1961

25658 JOSEPH S PICCOLO 635500080

14-00000

SECRET
(When Filled In)

LML: 06 FEB 73

# NOTIFICATION OF PERSONNEL ACTION

ODF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 02 04 73 | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 Financial Analysis No. Chargeable | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 3135 0694 0002 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH DIVISION<br>FOREIGN FIELD<br>BRANCH 5-BRASILIA, BRAZIL STATION<br>RIO DE JANEIRO, BRAZIL BASE | RIO DE JANEIRO, BRAZIL |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| ATTACHE POLITICAL OFFICER<br>OPS OFFICER | 1865 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 05 3<br>13 2 | 17075<br>20357 |

18 REMARKS

RIO DE JANEIRO, BRAZIL

HOME BASE: WH

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE (MO DA YR) | 27 DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 22 | 10 | 51825 | WH | 09037 | S | 3 | 12 08 35 | 02 04 73 | 02 04 73 |

| 28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 4 NONE) CODE | 31 SEPARATION DATA CODE | 32 Correction / Cancellation Data (TYPE, MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE CODE (0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE | 39 FEGLI / HEALTH INSURANCE CODE (0 WAIVER, 1 YES) | HEALTH INS CODE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|---|
| | | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE (LESS THAN 3 YRS), 3 BREAK IN SERVICE (MORE THAN 3 YRS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA: FORM EXECUTED (1 YES, 2 NO) | CODE | NO TAX EXEMPTIONS | 44 STATE TAX DATA: FORM EXECUTED (1 YES, 2 NO) | CODE | NO TAX EXEMP | STATE CODE |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |

SIGNATURE OR OTHER AUTHENTICATION

POS [stamp]

FORM 3-66 1150 Use Previous Edition

SECRET

MDP

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 JANUARY 1973

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 825 | CF | GS 12 5 | $18,906 |

14-00000

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| [illegible] | [illegible] |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE MO DA YR | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| DELEGATION OF N.S.C.A. | [illegible] | |

| 6. FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7. Financial Analysis No. Chargeable | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | | | X | [illegible] | |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH DIVISION | RIO DE JANEIRO, BRAZIL |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| OPS OFFICER | [illegible] | [illegible] |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0130.01 | [illegible] | |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ. Code | 21. OFFICE CODING (NUMERIC / ALPHABETIC) | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE (MO DA YR) | 27. DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |

| 28. NTE EXPIRES (MO DA YR) | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1. CSC 2. CIA 3. FICA 4. NONE) / CODE | 31. SEPARATION DATA CODE | 32. Correction / Cancellation Data (TYPE, MO DA YR) | EOD DATA | 33. SECURITY REQ NO | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35. VET PREFERENCE (CODE; 0 NONE, 1 5 PT, 2 10 PT) | 36. SERV COMP DATE (MO DA YR) | 37. LONG COMP DATE (MO DA YR) | 38. CAREER CATEGORY (CAR, RESV, PROV, TEMP / CODE) | 39. FEGLI / HEALTH INSURANCE (CODE; 1 WAIVER 2 YES; HEALTH INS CODE) | 40. SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE; 0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE (LESS THAN 3 YRS), 3 BREAK IN SERVICE (MORE THAN 3 YRS)) | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMPTIONS) | 44. STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
11 21 72

FORM 1150 Use Previous Edition

SECRET

Excluded from automatic downgrading and declassification

(When Filled In)

14-00000

G59

| 1. SERIAL NO. | 2 NAME | 3 ORGANIZATION | 4. FUNDS | 5 LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 51 825 | CF | |

| 6 OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8 TYPE ACTION | |
|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ |
| GS 12 | 4 | $17,453 | 09/20/70 | GS 12 | 5 | $17,967 | 09/17/72 | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE Stephen R. [signature] DATE 10/7/72

1/3.1515

☐ NO EXCESS LWOP

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS H.E. FISHER AUDITED BY

FORM 7-66 560 E Use previous editions PAY CHANGE NOTIFICATION (4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 825 | CF | GS 12 6 | $17,443 |

SECRET
(When Filled In)

FS: 8 MAR 72

# NOTIFICATION OF PERSONNEL ACTION

OJF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025656 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 02 20 72 | REGULAR |

| 6 FUNDS | V TO V | | V TO CF | 7 Financial Analysis No. Chargeable | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|
| | CF TO V | X | CF TO CF | 2135 0694 (XXX) | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH DIVISION<br>FOREIGN FIELD<br>BRANCH 5-BRASILIA, BRAZIL STATION<br>RIO DE JANEIRO, BRAZIL BASE | RIO DE JANEIRO, BRAZIL |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| ATTACHE POLITICAL OFFICER<br>~~OPS OFFICER~~ | 1865 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0135.01 | 05 2<br>12 4 | 15732<br>17453 |

18 REMARKS
RIO DE JANEIRO, BRAZIL

HOME BASE: WH

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING (NUMERIC / ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 Majors Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51825 WH | 03037 | S | 3 | 12 08 35 | | |

| 28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSR, 2 CIA, 3 FICA, 4 NONE) | 31 SEPARATION DATA CODE | 32 Correction / Cancellation Data | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE (0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI / HEALTH INSURANCE | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE LESS THAN 3 YRS, 3 BREAK IN SERVICE MORE THAN 3 YRS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA | 44 STATE TAX DATA |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

[illegible signature] 3 3 72

FORM 1150 Use Previous Edition

SECRET

(When Filled In)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND EXECUTIVE ORDER 11576 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 730 | CF | GS 12 4 | $16,543 |

657 1/5/71

| 1. SERIAL NO. | 2. NAME | 3. ORGANIZATION | 4. FUNDS | 5. LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 51 730 | CF | |

| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TYPE ACTION | |
|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ. |
| GS 12 | 3 | $15,138 | 09/21/69 | GS 12 | 4 | $15,611 | 09/20/70 | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: [signature] DATE: 7/14/70

☐ NO EXCESS LWOP

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS: F. S. BATTLES — POSTED BY

FORM 7-66 560 E Use previous editions — PAY CHANGE NOTIFICATION (4-31)

SECRET
(When Filled In)

JBC: 3 JUN 70

# NOTIFICATION OF PERSONNEL ACTION

COF

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025653 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 05 31 70 | REGULAR |

| 6. FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7. Financial Analysis No. Chargeable | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | | X | | 0135 0694 0000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH/FOREIGN FIELD<br>BRANCH 5<br>RIO DE JANEIRO, BRAZIL STATION | RIO DE JANEIRO, BRAZIL |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| ATTACHE POLITICAL OFF<br>OPS OFFICER | 0127 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 05 1<br>12 3 | 13618<br>15138 |

18. REMARKS

WASH., D.C.

HOME BASE: WH

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING Numeric | Alphabetic | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51730 | WH | 09037 | S | 3 | 12 ?? 35 | | |

28. NTE EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 5 NONE) | 31. SEPARATION DATA CODE | 32. Correction / Cancellation Data | EOD DATA | 33. SECURITY REQ NO | 34. SEX

35. VET PREFERENCE (0 NONE, 1 5 PT, 2 10 PT) | 36. SERV COMP DATE | 37. LONG COMP DATE | 38. CAREER CATEGORY | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (0 NO PREVIOUS SERVICE; 1 NO BREAK IN SERVICE; 2 BREAK IN SERVICE LESS THAN 3 YRS; 3 BREAK IN SERVICE MORE THAN 3 YRS) | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA | 44. STATE TAX DATA

SIGNATURE OR OTHER AUTHENTICATION

POSTED
06/10/70

Form 1150 | Use Previous Edition

SECRET

BBG

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 28 DECEMBER 1969

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 997 | CF | GS 12 3 | $15,138 |

SECRET
(When Filled In)

EOD: 10 FEB 70

# NOTIFICATION OF PERSONNEL ACTION

ODF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025652 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | [illegible] | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 Financial Analysis No. Chargeable | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 0135 0325 0000 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>DEVELOPMENT COMPLEMENT | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| FOREIGN SERV RES OFF<br>OPS OFFICER | 3037 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 06 2<br>12 3 | 10062<br>14281 |

18 REMARKS
WASH.,D.C.
TRAINING.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING Numeric | Alphabetic | 22 STATION CODE | 23 INTEGREE CODE | 24 Code | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 13 | 51507 | WH | 75013 | S | 1 | 12 [illegible] 33 | | |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 4 NONE) | 31 SEPARATION DATA CODE | 32 Correction / Cancellation Data | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE (0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP) | 39 FEGLI / HEALTH INSURANCE (0 WAIVER, 1 YES; HEALTH INS CODE) | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE (LESS THAN 3 YRS), 3 BREAK IN SERVICE (MORE THAN 3 YRS)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMP; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

POSTED
2-16-70 [illegible]

FORM 1150 1067 Use Previous Edition

SECRET
(When Filled In)

BBG

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-206 AND EXECUTIVE ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 500 | CF | GS 12 2 | $13,835 |

COG

G42

| 1. SERIAL NO. | 2. NAME | 3. ORGANIZATION | 4. FUNDS | 5. LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 51 500 | CF | |

| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TYPE ACTION | |
|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ. |
| GS 12 | 2 | $13,835 | 09/22/68 | GS 12 | 3 | $14,281 | 09/21/69 | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE [signature] DATE 22 July 1969

1/000

- [ ] NO EXCESS LWOP
- [ ] IN PAY STATUS AT END OF WAITING PERIOD
- [ ] LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS AUDITED BY

FORM 7-66 560 E Use previous editions PAY CHANGE NOTIFICATION (4-31)

SEP 17 4 15 PM '69

SECRET
(When Filled In)

3: 7 JUL 69

# NOTIFICATION OF PERSONNEL ACTION

ODF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 07 03 69 | REGULAR |

| 6 FUNDS | V TO V | | V TO CF | 7 Financial Analysis No. Chargeable | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|
| | CF TO V | X | CF TO CF | 0135 0620 0000 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>WH/COG<br>ON-ISLAND OPERATIONS BRANCH | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| POL OFFICER<br>OPS OFFICER | 1159 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 06 1<br>12 2 | 9721<br>12580 |

18 REMARKS

WASH., D.C.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING (NUMERIC / ALPHABETIC) | | 22 STATION CODE | 23 INTEGREE CODE | 24 Major Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE (MO DA YR) | 27 DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51500 | WH | 75013 | S | 1 | 12 08 35 | | |

| 28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 4 NONE / CODE) | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data (TYPE, MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE (CODE: 0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP / CODE) | 39 FEGLI / HEALTH INSURANCE (FEGLI, 0 WAIVED, 1 YES; HEALTH INS CODE) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE LESS THAN 3 YRS, 3 BREAK IN SERVICE MORE THAN 3 YRS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
07-07-69 JBK

FORM 1150 3-66 Use Previous Edition

SECRET

PLW

EOD: 25 FEB 69

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

OOF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 02 25 69 | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 Financial Analysis No. Chargeable | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 9135 0620 0000 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>WH/COG<br>THIRD COUNTRY BRANCH | WASH., D.C. |

| 11 POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| POL OFFICER<br>OPS OFFICER | 1152 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 06 1<br>12 2 | 3721<br>12580 |

18 REMARKS

MANAGUA, NICARAGUA

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING NUMERIC | ALPHABETIC | 22 STATION CODE | 23 INTEGREE CODE | 24 Military Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE (MO DA YR) | 27 DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51500 | WH | 75013 | S | 1 | 12 08 35 | | |

| 28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 4 NONE) CODE | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data (TYPE, MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35 VET PREFERENCE (CODE: 0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE | 39 FEGLI / HEALTH INSURANCE (CODE: 0 WAIVED, 1 YES; HEALTH INS CODE) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE LESS THAN 3 YRS, 3 BREAK IN SERVICE MORE THAN 3 YRS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

[stamp, illegible] 37 / 2 JC

FORM 1150 Use Previous Edition

SECRET

JLB

Excluded from automatic downgrading and declassification

(When Filled In)

14-00000

2

| 1. SERIAL NO. | 2. NAME | 3. ORGANIZATION | 4. FUNDS | 5. LWOP HOURS |
|---|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 51 650 | CF | |

| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TYPE ACTION | |
|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ. |
| GS 11 | 4 | $ 11223 | 09/25/66 | GS 11 | 5 | $ 11563 | 09/22/68 | | |

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: [signature] DATE: 12 July 68

- [ ] NO EXCESS LWOP
- [ ] IN PAY STATUS AT END OF WAITING PERIOD
- [ ] LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS | AUDITED BY

FORM 7-66 560 E Use previous editions PAY CHANGE NOTIFICATION (4-51)

SEP 13 2 02 PM '68

COMPENSATION & TAX DIVISION

SECRET
(When Filled In)

JLL:

# NOTIFICATION OF PERSONNEL ACTION

ODF

1 SERIAL NUMBER: 025638
2 NAME (LAST FIRST MIDDLE): PICCOLO JOSEPH S

3 NATURE OF PERSONNEL ACTION: PROMOTION
4 EFFECTIVE DATE (MO DA YR): 09 | 22 | 68
5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V | V TO CF | CF TO V X | CF TO CF
7 Financial Analysis No. Chargeable: 9135 1049 0000
8 CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J

9 ORGANIZATIONAL DESIGNATIONS:
DDP/WH
FOREIGN FIELD
BRANCH 2
MANAGUA, NICARAGUA STATION

10 LOCATION OF OFFICIAL STATION: MANAGUA, NICARAGUA

11 POSITION TITLE:
POLITICAL OFFICER
OPS OFFICER

12 POSITION NUMBER: 0396
13 SERVICE DESIGNATION: D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS
15 OCCUPATIONAL SERIES: 0136.01
16 GRADE AND STEP: 07 4 / 12 2
17 SALARY OR RATE: 8969 / 12580

18 REMARKS:
MANAGUA, NICARAGUA

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 Action Code | 20 Employee Code | 21 Office Coding Numeric | Alphabetic | 22 Station Code | 23 Integree Code | 24 Majority Code | 25 Date of Birth | 26 Date of Grade | 27 Date of LEI |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 22 | 1C | 51650 | WH | 52073 | S | 3 | 12 08 35 | 09 22 68 | 09 22 68 |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE | 36 SERV COMP DATE | 37 LONG. COMP DATE | 38 CAREER CATEGORY | 39 FEGLI / HEALTH INSURANCE | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA | 44 STATE TAX DATA

SIGNATURE OR OTHER AUTHENTICATION

9/24/68

FORM 1150 | Use Previous Edition

SECRET SE

Excluded from automatic downgrading and declassification

(When Filled In)

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 6 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 029698 | 51 650 | CF | GS 11 4 | $10,623 | $11,223 |

SECRET
(When Filled In)

PLW:

# NOTIFICATION OF PERSONNEL ACTION

ODF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| CHANGE OF FAN | 07 02 68 | REGULAR |

| 6 FUNDS | | V TO V | | V TO CF | 7 Financial Analysis No. Chargeable | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 9135 1049 0000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10 LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>FOREIGN FIELD<br>BRANCH 2<br>MANAGUA, NICARAGUA STATION | MANAGUA, NICARAGUA |

| 11. POSITION TITLE | 12 POSITION NUMBER | 13 SERVICE DESIGNATION |
|---|---|---|
| POLITICAL OFFICER<br>OPS OFFICER | 0396 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 07 4<br>11 4 | 8596<br>10623 |

18. REMARKS

MANAGUA, NICARAGUA

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employ Code | 21 OFFICE CODING (NUMERIC) | (ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE (MO DA YR) | 27 DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51650 | WH | 52073 | S. | 3 | 12 08 35 | | |

| 28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC 2 CIA 3 FICA 4 NONE) | CODE | 31 SEPARATION DATA CODE | 32 Correction / Cancellation Data (TYPE, MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |

| 35 VET PREFERENCE (CODE; 0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP) | 39 FEGLI / HEALTH INSURANCE (CODE; 0 WAIVED, 1 YES; HEALTH INS. CODE) | 40 SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE; 0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE LESS THAN 3 YRS, 3 BREAK IN SERVICE MORE THAN 3 YRS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED

SECRET

SF

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 620 | CF | GS 11 4 | $10,166 | $10,623 |

PLW:

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

ODF

| 1 SERIAL NUMBER | 2 NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025653 | PICCOLO JOSEPH S |

| 3 NATURE OF PERSONNEL ACTION | 4 EFFECTIVE DATE (MO DA YR) | 5 CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT | 04 21 63 | REGULAR |

| 6 FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7 Financial Analysis No. Chargeable | 8 CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | | X | | 0135 1094 0000 | 50 USC 403 J |

| 9 ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>FOREIGN FIELD<br>BRANCH 2<br>MANAGUA, NICARAGUA STATION | MANAGUA, NICARAGUA |

| 11. POSITION TITLE | 12 POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| POLITICAL OFFICER<br>OPS OFFICER | 0396 | D |

| 14 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15 OCCUPATIONAL SERIES | 16 GRADE AND STEP | 17 SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 07.4<br>11 4 | 8596<br>10623 |

18 REMARKS
MEXICO CITY, MEXICO

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20. Employ Code | 21 OFFICE CODING (NUMERIC) | (ALPHABETIC) | 22 STATION CODE | 23 INTEGREE CODE | 24 Hdqtrs Code | 25 DATE OF BIRTH (MO DA YR) | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 51650 | WH | 52073 | S | 3 | 12 08 35 | | |

28 NTE EXPIRES (MO DA YR) | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 CIA, 3 FICA, 4 NONE; CODE) | 31 SEPARATION DATA CODE | 32 Correction/Cancellation Data (TYPE MO DA YR) | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE (CODE; 0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36 SERV COMP DATE (MO DA YR) | 37 LONG COMP DATE (MO DA YR) | 38 CAREER CATEGORY (CAR, RESV, PROV, TEMP; CODE) | 39 FEGLI (CODE; 0 WAIVED, 1 YES) | HEALTH INSURANCE (HEALTH INS CODE) | 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE; 0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 BREAK IN SERVICE (LESS THAN 3 YRS.), 3 BREAK IN SERVICE (MORE THAN 3 YRS.)) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO. TAX EXEMP; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

NOTED
4/13/65

FORM 1150 3-66 Mfg. 10-67 | Use Previous Edition | SECRET | FYD | GROUP 1 Excluded from automatic downgrading and declassification | (When Filled In)

14-00000

SECRET
(When Filled In)

BJT: 17 MAY 67

# NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 025658

2. NAME (LAST-FIRST-MIDDLE): PICCOLO JOSEPH S

3. NATURE OF PERSONNEL ACTION: DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM

4. EFFECTIVE DATE (MO. DA. YR.): 05 07 67

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V TO V / V TO CF / CF TO V / CF TO CF — X (CF TO CF)

7. Financial Analysis No. Chargeable: 7135 0990 0000

8. CSC OR OTHER LEGAL AUTHORITY: PL 88-643 SECT. 203

9. ORGANIZATIONAL DESIGNATIONS: DDP/WH

10. LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO

11. POSITION TITLE:

12. POSITION NUMBER:

13. SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.):

15. OCCUPATIONAL SERIES:

16. GRADE AND STEP: 11

17. SALARY OR RATE:

18. REMARKS:

EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.

## SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ. Code | 21. OFFICE CODING (NUMERIC / ALPHABETIC) | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs. Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE (MO DA YR) | 27. DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |

| 28. NTE EXPIRES (MO DA YR) | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - CIA, 3 - FICA, 4 - NONE) CODE | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA (TYPE, MO DA YR) | EOD DATA | 33. SECURITY REQ NO | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | 2 | | | | | |

| 35. VET PREFERENCE (CODE: 0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36. SERV COMP DATE (MO DA YR) | 37. LONG COMP. DATE (MO DA YR) | 38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) | 39. FEGLI / HEALTH INSURANCE (CODE; 0 - WAIVED, 1 - YES; HEALTH INS CODE) | 40. SOCIAL SECURITY NO. |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS), 3 - BREAK IN SERVICE (MORE THAN 3 YRS)) | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA (FORM EXECUTED 1 - YES 2 - NO; CODE; NO. TAX EXEMPTIONS) | 44. STATE TAX DATA (FORM EXECUTED 1 - YES 2 - NO; CODE; NO TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
05/8/6 11

FORM 1150 — Use Previous Edition

SECRET

BJT

N.M.: 23 SEPT 66

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

COF

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 09 25 66 | REGULAR |

| 6. FUNDS | | V TO V | | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | | CF TO V | X | CF TO CF | 7135 0990 0004 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>FOREIGN FIELD<br>BRANCH 1<br>MEXICO CITY, MEXICO STATION | MEXICO CITY, MEXICO |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| POLIT OFFICER<br>OPS OFFICER | 0939 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 07 3<br>11 4 | 7975<br>10166 |

18. REMARKS

MEXICO CITY, MEXICO

## SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ. Code | 21. OFFICE CODING NUMERIC | 21. ALPHABETIC | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE (MO DA YR) | 27. DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 22 | 10 | 51620 | WH | 45075 | | 3 | 12 0. 35 | 09 25 66 | 09 25 66 |

| 28. NTE EXPIRES (MO DA YR) | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) CODE | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA (TYPE, MO DA YR) | EOD DATA | 33. SECURITY REQ NO. | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35. VET PREFERENCE (CODE; 0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36. SERV. COMP DATE (MO DA YR) | 37. LONG COMP. DATE (MO DA YR) | 38. CAREER CATEGORY (CAR, PROV, RES, TEMP; CODE) | 39. FEGLI / HEALTH INSURANCE (CODE; 0 - WAIVED, 1 - YES; HEALTH INS CODE) | 40. SOCIAL SECURITY NO. |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS GOVERNMENT SERVICE DATA (CODE: 0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS.), 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)) | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA (FORM EXECUTED: 1 - YES, 2 - NO; CODE; NO. TAX EXEMPTIONS) | 44. STATE TAX DATA (FORM EXECUTED: 1 - YES, 2 - NO; CODE; NO TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

10423614

FORM 1150 11-62 Use Previous Edition

SECRET

(When Filled In)

| 1 Serial No. | 2 Name | 3 Cost Center Number | 4 LWOP Hours |
|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 51 620 CF | |

| 5 OLD SALARY RATE | | | | 6 NEW SALARY RATE | | | | 7 TYPE ACTION | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last EH Date | Grade | Step | Salary | Effective Date | PSI | LSI | ADJ |
| GS 10 | 3 | ~~$ 8,744~~ 8997 | 08/29/65 | GS 10 | 4 | ~~$ [illegible]~~ 9285 | 08/28/66 | | | |

8 Remarks and Authentication

/ ✓ / NO EXCESS LWOP
/ / IN PAY STATUS AT END OF WAITING PERIOD
/ / LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: [signature] DATE 7/16/66

PAY CHANGE NOTIFICATION

Form 560E (4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

| NAME | SERIAL | ORGN. FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 51 620 CF | GS 10 3 | $ 8,744 | $ 8,997 |

14-00000

PJS: 27 AUG 65

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

OOF

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 08 29 65 | REGULAR |

| 6. FUNDS | V TO V | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|
| | CF TO V | X CF TO CF | 6135 0930 0000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP WH<br>FOREIGN FIELD<br>BRANCH I<br>MEXICO CITY STATION | MEXICO CITY, MEXICO |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| POLIT OFFICER<br>OPS OFFICER | 0939 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| FSR<br>GS | 0136.01 | 07 2<br>10 3 | 7245<br>8440 |

18. REMARKS
MEXICO CITY, MEXICO

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING (NUMERIC) | (ALPHABETIC) | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs Code | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 22 | 10 | 51620 | WH | 45075 | 1 | 3 | 12 08 35 | 08 29 65 | 08 29 65 |

| 28. NTE EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA | | 33. SECURITY REQ NO. | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | EOD DATA | | |

| 35. VET. PREFERENCE (0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36. SERV. COMP DATE | 37. LONG COMP. DATE | 38. CAREER CATEGORY | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA | 44. STATE TAX DATA |
|---|---|---|---|
| 0 - NO PREVIOUS SERVICE<br>1 - NO BREAK IN SERVICE<br>2 - BREAK IN SERVICE (LESS THAN 3 YRS)<br>3 - BREAK IN SERVICE (MORE THAN 3 YRS) | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
9-9-65

FORM 11-62 1150 Use Previous Edition

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

SECRET
(When Filled In)

PJJ: 27 AUG 65

# NOTIFICATION OF PERSONNEL ACTION

ODF

1. SERIAL NUMBER: 025658
2. NAME (LAST FIRST MIDDLE): PICCOLO JOSEPH S
3. NATURE OF PERSONNEL ACTION: INTEGRATION DEPT OF STATE
4. EFFECTIVE DATE (MO DA YR): 08 27 65
5. CATEGORY OF EMPLOYMENT: REGULAR
6. FUNDS: V TO V / V TO CF / CF TO V: X / CF TO CF
7. COST CENTER NO. CHARGEABLE: 6135 0990 0000
8. CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J
9. ORGANIZATIONAL DESIGNATIONS: DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY
10. LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO
11. POSITION TITLE: POLIT OFFICER / OPS OFFICER
12. POSITION NUMBER: 0939
13. SERVICE DESIGNATION: D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): FSR / GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 07 2 / 09 3
17. SALARY OR RATE: 7245 / 7710

18. REMARKS

SUBJECT IS TO BE PAID THE DIFFERENCE BETWEEN CIA SALARY OF $7710 AND FSR SALARY OF $7245 TO BE PAID BY DEPT. OF STATE AND ALLOWANCES IN ACCORDANCE THEREWITH. ALL HOURS SICK AND ANNUAL LEAVE TO BE TRANSFERRED TO THE DEPT OF STATE.
MARITAL STATUS: SINGLE

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ. Code | 21. OFFICE CODING Numeric | Alphabetic | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs. Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 55 | 10 | 51820 | WH | 45075 | S | 3 | 12 08 35 | | |

28. NTE EXPIRES (MO DA YR) | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) CODE | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA (TYPE, MO DA YR) | EOD DATA | 33. SECURITY REQ NO | 34. SEX

35. VET. PREFERENCE CODE (0 - NONE, 1 - 5 PT., 2 - 10 PT.) | 36. SERV. COMP. DATE (MO DA YR) | 37. LONG COMP. DATE (MO DA YR) | 38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE | 39. FEGLI / HEALTH INSURANCE CODE (0 WAIVER, 1 YES) HEALTH INS CODE | 40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA CODE (0 NO PREVIOUS SERVICE, 1 NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS), 3 BREAK IN SERVICE (MORE THAN 3 YRS)) | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA: FORM EXECUTED (1 YES, 2 NO), CODE, NO TAX EXEMPTIONS | 44. STATE TAX DATA: FORM EXECUTED (1 - YES, 2 - NO), CODE, NO TAX EXEMP, STATE CODE

SIGNATURE OR OTHER AUTHENTICATION

POSTED
9-9-65 WH

FORM 11-62 1150 Use Previous Edition

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

14-00000

342

| 1 Serial No. | 2 Name | 3 Cost Center Number | 4 LWOP Hours |
|---|---|---|---|
| 025654 | PICCOLO JOSEPH S | 49 200 37F V | |

| 5 OLD SALARY RATE | | | | 6 NEW SALARY RATE | | | | 7 TYPE ACTION | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last EH Date | Grade | Step | Salary | Effective Date | PSI | LSI | ADJ |
| GS 09 | 2 | $ 7,469 | 07/19/64 | GS 09 | 3 | $ 7,710 | 07/18/65 | | | |

8 Remarks and Authentication

01

/ / NO EXCESS LWOP
/ / IN PAY STATUS AT END OF WAITING PERIOD 559
/ / LWOP STATUS AT END OF WAITING PERIOD
CLERKS INITIALS AUDITED BY GK

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: Robert [illegible] DATE 16 June 65

PAY CHANGE NOTIFICATION

Form 961 560 Obsolete Previous Edition (4-51)

Jun 22 1 38 PM '65

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---|---|---|---|---|---|---|
| PICCOLO JOSEPH S. | 025654 | 51 620 | CF | GS 10 3 | $ 8,44[illegible] | $ 8,744 |

170

14-00000

RZR: 2 JUL 65

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

OCF

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT AND TRANSFER TO CONFIDENTIAL FUNDS | 07 04 65 | REGULAR |

| 6. FUNDS | V TO V | | X | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | CF TO V | | | CF TO CF | 6135 0990 0000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/WH<br>FOREIGN FIELD<br>BRANCH 1<br>MEXICO CITY STATION | MEXICO CITY, MEXICO |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| OPS OFFICER | 0939 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 09 2 | 7465 |

18. REMARKS

SUBJECT TO APPROVED MEDICAL CLEARANCE PRIOR TO BEING SENT OVERSEAS.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING NUMERIC | ALPHABETIC | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs. Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE (MO DA YR) | 27. DATE OF LEI (MO DA YR) |
|---|---|---|---|---|---|---|---|---|---|
| 20 | 10 | 51620 | WH | 45075 | | 3 | 12 08 35 | | |

| 28. NTE EXPIRES (MO DA YR) | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) CODE | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA (TYPE, MO DA YR) | | 33. SECURITY REQ NO. | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | EOD DATA | | |

| 35. VET. PREFERENCE CODE (0 - NONE, 1 - 5 PT., 2 - 10 PT.) | 36. SERV COMP. DATE (MO DA YR) | 37. LONG COMP. DATE (MO DA YR) | 38. CAREER CATEGORY | 39. FEGLI / HEALTH INSURANCE (CODE, 0 - WAIVER, 1 - YES, HEALTH INS CODE) | 40. SOCIAL SECURITY NO. |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS GOVERNMENT SERVICE DATA (CODE: 0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS.), 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)) | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA (FORM EXECUTED CODE 1 - YES 2 - NO; NO. TAX EXEMPTIONS) | 44. STATE TAX DATA (FORM EXECUTED 1 - YES 2 - NO; CODE; NO. TAX EXEMP; STATE CODE) |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
7-22-65 AH

FORM 1150 Use Previous Edition

SECRET (When Filled In)

DLD: 5 MAR 65

SECRET
(When Filled In)

OCF

# NOTIFICATION OF PERSONNEL ACTION

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT AND CHG OF SERVICE DESIGNATION | 03 05 65 | REGULAR |

| 6. FUNDS | | V TO V | | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| | X | CF TO V | | CF TO CF | 5235 1162 0000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/SAS<br>INTELLIGENCE STAFF<br>RESEARCH SECTION | WASH., D. C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| OPS OFFICER | 0908 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 09 2 | 7465 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING NUMERIC | ALPHABETIC | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs Code | 25. DATE OF BIRTH (MO DA YR) | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 10 | 49200 | SAS | 75013 | | 1 | 12 08 35 | | |

| 28. NTE EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA | 33. SECURITY REQ NO | 34. SEX |
|---|---|---|---|---|---|---|
| | | | | EOD DATA | | |

| 35. VET. PREFERENCE (0 - NONE, 1 - 5 PT, 2 - 10 PT) | 36. SERV. COMP. DATE | 37. LONG COMP DATE | 38. CAREER CATEGORY | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA | 44. STATE TAX DATA |
|---|---|---|---|
| 0 - NO PREVIOUS SERVICE; 1 - NO BREAK IN SERVICE; 2 - BREAK IN SERVICE (LESS THAN 3 YRS); 3 - BREAK IN SERVICE (MORE THAN 3 YRS) | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
FROM
H
03/08/65 2K

FORM 11-62 1150 Use Previous Edition

SECRET
(When Filled In)

ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE AGENCY ACT OF 1949, AS AMENDED, AND POLICY DIRECTIVE ISSUED BY THE ACTING DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

# GENERAL SCHEDULE RATES

## Federal Employees Salary Act of 1964

| GRADE | *Per Annum Rates and Steps* | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| GS- 1 | $3,385 | $3,500 | $3,615 | $3,730 | $3,845 | $3,960 | $4,075 | $4,190 | $4,305 | $4,420 |
| GS- 2 | 3,680 | 3,805 | 3,930 | 4,055 | 4,180 | 4,305 | 4,430 | 4,555 | 4,680 | 4,805 |
| GS- 3 | 4,005 | 4,140 | 4,275 | 4,410 | 4,545 | 4,680 | 4,815 | 4,950 | 5,085 | 5,220 |
| GS- 4 | 4,480 | 4,630 | 4,780 | 4,930 | 5,080 | 5,230 | 5,380 | 5,530 | 5,680 | 5,830 |
| GS- 5 | 5,000 | 5,165 | 5,330 | 5,495 | 5,660 | 5,825 | 5,990 | 6,155 | 6,320 | 6,485 |
| GS- 6 | 5,505 | 5,690 | 5,875 | 6,060 | 6,245 | 6,430 | 6,615 | 6,800 | 6,985 | 7,170 |
| GS- 7 | 6,050 | 6,250 | 6,450 | 6,650 | 6,850 | 7,050 | 7,250 | 7,450 | 7,650 | 7,850 |
| GS- 8 | 6,630 | 6,850 | 7,070 | 7,290 | 7,510 | 7,730 | 7,950 | 8,170 | 8,390 | 8,610 |
| GS- 9 | 7,220 | 7,465 | 7,710 | 7,955 | 8,200 | 8,445 | 8,690 | 8,935 | 9,180 | 9,425 |
| GS-10 | 7,900 | 8,170 | 8,440 | 8,710 | 8,980 | 9,250 | 9,520 | 9,790 | 10,060 | 10,330 |
| GS-11 | 8,650 | 8,945 | 9,240 | 9,535 | 9,830 | 10,125 | 10,420 | 10,715 | 11,010 | 11,305 |
| GS-12 | 10,250 | 10,605 | 10,960 | 11,315 | 11,670 | 12,025 | 12,380 | 12,735 | 13,090 | 13,445 |
| GS-13 | 12,075 | 12,495 | 12,915 | 13,335 | 13,755 | 14,175 | 14,595 | 15,015 | 15,435 | 15,855 |
| GS-14 | 14,170 | 14,660 | 15,150 | 15,640 | 16,130 | 16,620 | 17,110 | 17,600 | 18,090 | 18,580 |
| GS-15 | 16,460 | 17,030 | 17,600 | 18,170 | 18,740 | 19,310 | 19,880 | 20,450 | 21,020 | 21,590 |
| GS-16 | 18,935 | 19,590 | 20,245 | 20,900 | 21,555 | 22,210 | 22,865 | 23,520 | 24,175 | ..... |
| GS-17 | 21,445 | 22,195 | 22,945 | 23,695 | 24,445 | ..... | ..... | ..... | ..... | ..... |
| GS-18 | 24,500 | ..... | ..... | ..... | ..... | ..... | ..... | ..... | ..... | ..... |

14-00000

SECRET
(When Filled In)

JOD: 17 JULY 64

OCF

# NOTIFICATION OF PERSONNEL ACTION

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 07 19 64 | REGULAR |

| 6. FUNDS | V TO V | V TO CF | CF TO V | CF TO CF | 7. COST CENTER NO. CHARGEABLE | 8. LEGAL AUTHORITY |
|---|---|---|---|---|---|---|
| X | | | | | 5275 2100 0000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDS/OTR<br>JUNIOR OFFICER TRAINEE CORPS | WASH., D. C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| JR OF TRAINEE | 0748 | SJ |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0090.01 | GS 2 | 7260 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19 ACTION CODE | 20 Employee Code | 21 OFFICE CODING Numeric | Alphabetic | 22 STATION CODE | 23 INTEGREE CODE | 24 Appn. Code | 25 DATE OF BIRTH | 26 DATE OF GRADE | 27 DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 22 | 10 | 28300 | JOTC | 75013 | | 1 | 12 08 35 | 07 19 64 | 07 19 64 |

28 NTE EXPIRES | 29 SPECIAL REFERENCE | 30 RETIREMENT DATA (1 CSC, 2 FICA, 3 NONE) | 31 SEPARATION DATA CODE | 32 CORRECTION/CANCELLATION DATA | EOD DATA | 33 SECURITY REQ NO | 34 SEX

35 VET PREFERENCE (0 NONE, 1 5 PT, 2 10 PT) | 36 SERV COMP DATE | 37 LONG COMP DATE | 38 CAREER CATEGORY | 39 FEGLI / HEALTH INSURANCE (0 WAIVED, 1 YES; HEALTH INS CODE) | 40 SOCIAL SECURITY NO

41 PREVIOUS GOVERNMENT SERVICE DATA (0 NO PREVIOUS SERVICE; 1 NO BREAK IN SERVICE; 2 BREAK IN SERVICE LESS THAN 3 DAYS; 3 BREAK IN SERVICE MORE THAN 3 DAYS) | 42 LEAVE CAT CODE | 43 FEDERAL TAX DATA (FORM EXECUTED 1 YES 2 NO; NO TAX EXEMPTIONS) | 44 STATE TAX DATA (FORM EXECUTED 1 YES 2 NO; CODE; NO TAX EXEMP; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

POSTED
7-21-64

FORM 1150 Use Previous Editions

SECRET 20 JUL 1964

(When Filled In)

14-00000

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| [illegible] | [illegible] |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| REASSIGNMENT AND CHG OF SERVICE DESIGNATION | [illegible] | REGULAR |

| 6. FUNDS | V TO V / CF TO V | V TO CF / CF TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|
| | | | [illegible] | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDS/OTR<br>JUNIOR OFFICER TRAINEE CORPS | WASH., D. C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| JR OF TRAINEE | [illegible] | SJ |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0090.01 | [illegible] | [illegible] |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING (NUMERIC / ALPHABETIC) | 22. STATION CODE | 23. INTEGREE CODE | 24. Majority Code | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|
| 37 | 10 | [illegible] | [illegible] | | 1 | [illegible] | | |

| 28. NTE EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA | | 33. SECURITY REQ NO | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | EOD DATA | | |

| 35. VET. PREFERENCE | 36. SERV COMP DATE | 37. LONG COMP DATE | 38. CAREER CATEGORY | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA | 44. STATE TAX DATA |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

FROM SAS

POSTED

FORM 1150 Use Previous Edition

SECRET

(When Filled In)

14-00000

104-10196

| 1 Serial No | 2 Name | 3 Cost Center Number | 4 LWOP Hours |
|---|---|---|---|
| 025658 | PICCOLO JOSEPH S | 28 300 V | |

| 5 OLD SALARY RATE | | | | 6 NEW SALARY RATE | | | | 7 TYPE ACTION | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Grade | Step | Salary | Last EH Date | Grade | Step | Salary | Effective Date | PSI | ISI | ADJ |
| GS 08 | 2 | $ 6,600 | 04/28/63 | GS 08 | 3 | $ 6,810 | 04/26/64 | | | |

8 Remarks and Authentication

/ / NO EXCESS LWOP
/ / IN PAY STATUS AT END OF WAITING PERIOD
/ / LWOP STATUS AT END OF WAITING PERIOD
CLERKS INITIALS AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: DATE 2/11/64

PAY CHANGE NOTIFICATION

Form 961 560 Obsolete Previous Edition (4-51)

REC PAYROLL BRANCH
MAR 20 2 15 PM '64

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI MEMORANDUM DATED 1 AUGUST 1955, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 5 JANUARY 1964.

| NAME | SERIAL | ORGN FUNDS | GR-ST | OLD SALARY | NEW SALARY |
|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 025658 | 49 300 V | GS 08 2 | $ 6,395 | $ 6,600 |

14-00000

SECRET
(When Filled In)

RZR: 20 APR 63

OCF

# NOTIFICATION OF PERSONNEL ACTION

| 1. SERIAL NUMBER | 2. NAME (LAST FIRST MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| PROMOTION | 04 28 63 | REGULAR |

| 6. FUNDS | | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|
| X V TO V | V TO CF / CF TO V / CF TO CF | 3232 1000 1000 | 50 USC 403 J |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP/SPECIAL AFFAIRS STAFF<br>FI/CI BRANCH | WASH., D.C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. SERVICE DESIGNATION |
|---|---|---|
| OPS OFFICER | 0583 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0136.01 | 08 2 | 6295 |

18. REMARKS
INTELLIGENCE ANALYST OCCUPYING OPERATIONS OFFICER POSITION.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING NUMERIC | ALPHABETIC | 22. STATION CODE | 23. INTEGREE CODE | 24. Hdqtrs Code | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 22 | 10 | 61300 | SAS | 75013 | | 1 | 12 05 35 | 04 29 63 | 04 23 63 |

| 28. NTE EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA | EOD DATA | 33. SECURITY REQ NO | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| 35. VET PREFERENCE | 36. SERV COMP DATE | 37. LONG COMP DATE | 38. CAREER CATEGORY | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA | 44. STATE TAX DATA |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

POSTED
05/01/63 JK

FORM 1150 Use Previous Edition 29 APR 1963

SECRET

(When Filled In)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87 - 793 AND DCI MEMORANDUM DATED 1 AUGUST 1956 , SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 14 OCTOBER 1962

| NAME | SERIAL | ORGN | FUNDS | OLD GR-ST | OLD SALARY | NEW GR-ST | NEW SALARY |
|---|---|---|---|---|---|---|---|
| PICCOLO JOSEPH S | 023658 | 61300 | V | 07 3 | $ 5685 | 07 3 | $ 5910 |

14-00000

PSC: 5 SEPT 62

SECRET
(When Filled In)

OAF

# NOTIFICATION OF PERSONNEL ACTION

| 1. SERIAL NUMBER | 2. NAME (LAST-FIRST-MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| REEMPLOYMENT (MILITARY) (CAREER) | 08 25 62 | REGULAR |

| 6. FUNDS | V TO V | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|
| X | CF TO V | CF TO CF | 3232 1000 1000 | C.S. REG. 35.204 |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP TASK FORCE W<br>FI - CI BRANCH | WASH., D.C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. CAREER SERVICE DESIGNATION |
|---|---|---|
| INTELLIGENCE ASST | 0685 | D |

| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0301.28 | 07 3 | 5685 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING (NUMERIC) | (ALPHABETIC) | 22. STATION CODE | 23. INTEGREE CODE | 24. Headq. Code | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|---|
| 12 | 10 | 61300 | TFW | 75013 | | 1 | 12 08 35 | 07 24 62 | 07 22 62 |

| 28. MIL EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA | EOD DATA | 33. SECURITY REQ. NO. | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | 1 | | | | 10775 | M |

| 35. VET PREFERENCE | 36. SERV. COMP. DATE | 37. LONG COMP. DATE | 38. MIL. SERV. CREDITED | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO. |
|---|---|---|---|---|---|
| 0 | 12 27 54 | 12 24 57 | C | 1 | [illegible] |

| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA | | 44. STATE TAX DATA | |
|---|---|---|---|---|---|
| 0 | 6 | 1 | C | 1 | 2 06 |

SIGNATURE OR OTHER AUTHENTICATION

POSTED

Form 1150 Use Previous Edition

SECRET

PSC: 6 OCT 1961

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

OEF

| 1. SERIAL NUMBER | 2. NAME (LAST FIRST MIDDLE) |
|---|---|
| 025658 | PICCOLO JOSEPH S |

| 3. NATURE OF PERSONNEL ACTION | 4. EFFECTIVE DATE (MO DA YR) | 5. CATEGORY OF EMPLOYMENT |
|---|---|---|
| SEPARATION (MILITARY) | 10 04 61 | REGULAR |

| 6. FUNDS | V TO V | V TO CF | 7. COST CENTER NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
|---|---|---|---|---|
| X | CF TO V | CF TO CF | 2635 5000 8021 | C.S. REG. 35.2 |

| 9. ORGANIZATIONAL DESIGNATIONS | 10. LOCATION OF OFFICIAL STATION |
|---|---|
| DDP WH<br>BRANCH 4 | WASH., D.C. |

| 11. POSITION TITLE | 12. POSITION NUMBER | 13. CAREER SERVICE DESIGNATION |
|---|---|---|
| INTELLIGENCE ASST - | 0629 | D |

| 14. CLASSIFICATION SCHEDULE (GS, WB, etc.) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE |
|---|---|---|---|
| GS | 0301.28 | 07 2 | 5520 |

18. REMARKS

ANNUAL LEAVE AND RETIREMENT TO BE HELD IN ESCROW.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| 19. ACTION CODE | 20. Employ Code | 21. OFFICE CODING (NUMERIC / ALPHABETIC) | 22. STATION CODE | 23. INTEGREE CODE | 24. Requir Code | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LEI |
|---|---|---|---|---|---|---|---|---|
| 48 | 10 | | | | | 12 08 35 | | |

| 28. NTE EXPIRES | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA | 31. SEPARATION DATA CODE | 32. CORRECTION CANCELLATION DATA | EOD DATA | 33. SECURITY REQ NO | 34. SEX |
|---|---|---|---|---|---|---|---|
| | | | 1BC0051 | | | | |

| 35. VET PREFERENCE | 36. SERV COMP DATE | 37. LONG COMP DATE | 38. MIL SERV CREDIT, LCD | 39. FEGLI / HEALTH INSURANCE | 40. SOCIAL SECURITY NO |
|---|---|---|---|---|---|
| | | | | | |

| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT CODE | 43. FEDERAL TAX DATA | 44. STATE TAX DATA |
|---|---|---|---|
| | | | |

SIGNATURE OR OTHER AUTHENTICATION

10/11/61 ZK

14-00000

**SECRET**
(When Filled In)

| 1. Serial No. | 2. Name | 3. Cost Center Number | 4. LWOP Hours |
| --- | --- | --- | --- |
| 125658 | PICCOLO JOSEPH S | DDP/WH 3A V-20 | |

| 5. OLD SALARY RATE | | | | 6. NEW SALARY RATE | | | | 7. TYPE ACTION | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | Effective Date | PSI | LSI | ADJ. |
| GS 07 | 1 | $ 5,355 | 07/24/60 | 07 | 2 | $ 5,520 | 07/23/61 | | | |

8. Remarks and Authentication

/ X / NO EXCESS LWOP
/ / IN PAY STATUS AT END OF WAITING PERIOD
/ / IN LWOP STATUS AT END OF WAITING PERIOD

**PAY CHANGE NOTIFICATION**

Form 7-60 560 Obsolete Previous Edition **SECRET** (4-51)

SECRET
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

PAS: 22 JULY 1960

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo. Da. Yr.) | 4. Vet. Pref. (None-0, 5 Pt-1, 10 Pt-2) Code | 5. Sex | 6. CS-EOD (Mo. Da. Yr.) |
|---|---|---|---|---|---|
| 125658 | PICCOLO JOSEPH S | 12 08 35 | 0 | M 1 | 02 04 57 |

| 7. SCD (Mo. Da. Yr.) | 8. CSC Retmt. (Yes-1 No-2) Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav. (Mo. Da. Yr.) | 11. FEGLI (Yes-1 No-2) Code | 12. LCD (Mo. Da. Yr.) | 13. (Yes-1 No-2) Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | | 02 04 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH BRANCH 4 | 4617 | WASH., D.C. | 75013 |

| 16. Dept.-Field (Dept-2, USfld-4, Frgn-6) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 2 | INTELL ASST | 0629 | GS | 0301.28 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade (Mo. Da. Yr.) | 25. PSI Due (Mo. Da. Yr.) | 26. Appropriation Number |
|---|---|---|---|---|---|
| 06 2 | $ 4995 | D | 06 28 59 | 06 26 60 | 0235 1000 1000 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo. Da. Yr.) | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| PROMOTION | 30 | 07 24 60 | REGULAR | 01 | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH BRANCH 4 | 4617 | WASH., D.C. | 75013 |

| 33. Dept.-Field (Dept-2, USfld-4, Frgn-6) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 2 | INTEL ASST | 0629 | GS | 0301.28 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade (Mo. Da. Yr.) | 42. PSI Due (Mo. Da. Yr.) | 43. Appropriation Number |
|---|---|---|---|---|---|
| 07 1 | $ 5355 | D | 07 24 60 | 07 23 61 | 1235 1000 1000 |

44. Remarks

POSTED
28-08-60 WK

FORM 1150

SECRET

14-00000

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED
1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

| SD | NAME | SERIAL | ORGN | GR-ST | OLD SALARY | NEW SALARY |
|---|---|---|---|---|---|---|
| D | PICCOLO JOSEPH S | 125658 | 46 17 | GS-06 2 | $ 4,640 | $ 4,995 |

/S/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

14-00000

SECRET
(WHEN FILLED IN)

| 1. EMP. SERIAL NO. | 2. NAME | 3. ASSIGNED ORGAN. | 4. FUNDS | 5. ALLOTMENT |
|---|---|---|---|---|
| 525638 | PICCOLO JOSEPH S | DDP/WH | UV | |

| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE MO | DA. | YR | GRADE | STEP | SALARY | EFFECTIVE DATE MO | DA | YR. |
| GS 06 | 1 | $ 4,490 | 06 | 28 | 59 | GS 06 | 2 | $ 4,64[illegible] | 06 | 26 | 60 |

TO BE COMPLETED BY THE OFFICE OF COMPTROLLER

8. CHECK ONE ☒ NO EXCESS LWOP ☐ EXCESS LWOP
IF EXCESS LWOP, CHECK FOLLOWING:
☐ IN PAY STATUS AT END OF WAITING PERIOD
☐ IN LWOP STATUS AT END OF WAITING PERIOD

9. NUMBER OF HOURS LWOP

10. INITIALS OF CLERK

11. AUDITED BY

TO BE COMPLETED BY THE OFFICE OF PERSONNEL

12. TYPE OF ACTION
☐ P.S.I. ☐ L.S.I. ☐ PAY ADJUSTMENT

13. REMARKS

14. AUTHENTICATION

E.D. ECHOLS

WK

PAY CHANGE NOTIFICATION

FORM 2-59 560 OBSOLETE PREVIOUS EDITION REPLACES FORM 560a AND 560b. SECRET OFFICIAL PERSONNEL FOLDER (4)

14-00000

**SECRET**
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

RES: 15 APRIL 1960

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth Mo. Da. Yr. | 4. Veterans Pref. (None-0, 5 Pt-1, 10 Pt-2) Code | 5. | 6. | 13. SCD Mo. Da. Yr. |
|---|---|---|---|---|---|---|
| 125658 | PICCOLO JOSEPH S | 12 08 35 | 0 | M | 1 | 02 04 57 |

| 7. SCD Mo. Da. Yr. | 8. CSC Retmt Yes-1 No-2 Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav. Mo. Da. Yr. | 11. FEGLI Yes-1 No-2 Code | 12. LCD Mo. Da. Yr. | 13. Yes-1 No-2 Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | 1 | 02 04 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH DIVISION CS/CS DEV COMP | 4688 | WASH., D.C. | 75013 |

| 16. Dept.-Field (Dept-2, U'fld-4, Frgn-6) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 1 | MAIL AND FILE SUP | 011060 | GS | 0305.05 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade Mo. Da. Yr. | 25. PSI Due Mo. Da. Yr. | 26. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | DS | 06 28 59 | 06 26 60 | 0320 1998 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date Mo. Da. Yr. | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| REASSIGNMENT & TRANSFER TO VOUCHERED FUNDS | 01 | 04 17 60 | REGULAR | 01 | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH BRANCH 4 | 4617 | WASH., D.C. | 75013 |

| 33. Dept.-Field (Dept-2, U'fld-4, Frgn-6) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 2 | INTELL ASST | 0629 | GS | 0301.28 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade Mo. Da. Yr. | 42. PSI Due Mo. Da. Yr. | 43. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | D | 06 28 59 | 06 26 60 | 0235 1000 1000 |

44. Remarks

04-19-60 WK

FORM NO. 1 MAR 57 1150

**SECRET**

(4)

14-00000

SECRET

# NOTIFICATION OF PERSONNEL ACTION

AES: 8 JAN 60

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo. Da. Yr.) | 4. Vet Pref. | 5. Sex | 6. CS-FOD (Mo. Da. Yr.) |
|---|---|---|---|---|---|
| 525658 | PICCOLO JOSEPH S | 12 08 35 | 0 | M 1 | 02 04 57 |

| 7. SCD (Mo Da Yr) | 8. CSC Retmt. (Code) | 9. CSC Or Other Legal Authority | 10. Apmt Affidav. | 11. FEGLI (Code) | 12. LCD (Mo Da Yr) | 13. Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | | 02 04 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH<br>BRANCH III<br>MEXICO CITY,MEXICO STATION | 4652 | MEXICO CITY,MEXICO | 35075 |

| 16. Dept.-Field (Code) | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE SUP | 0510 | GS | 0305.05 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade (Mo Da Yr) | 25. PSI Due (Mo Da Yr) | 26. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | DS | 06 28 59 | 06 26 60 | 9 3570 55 060 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo. Da. Yr.) | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| REASSIGNMENT | 67 | 01 10 60 | REGULAR | 29 ~~01~~ | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| CS/CS DEV COMP<br>DDP WH DIVISION | 4688 | WASH., D.C. | 75013 |

| 33. Dept.-Field (Code) | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 1 | MAIL AND FILE SUP | 011060 | GS | 0305.05 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade (Mo Da Yr) | 42. PSI Due (Mo Da Yr) | 43. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | DS | 06 28 59 | 06 26 60 | 0320 1998 |

44. Remarks
OTHER

1-28-60 AHH

FORM NO. 1 MAR 57 1150a

SECRET (4)

SECRET
(WHEN FILLED IN)

| 1. EMP. SERIAL NO. | 2. NAME | 3. ASSIGNED ORGAN. | 4. FUNDS | 5. ALLOTMENT |
|---|---|---|---|---|
| 525658 | PICCOLO JOSEPH S | DDP/WH 7 | UV | |

| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE MO. | DA. | YR. | GRADE | STEP | SALARY | EFFECTIVE DATE MO. | DA. | YR. |
| GS 5 | 1 | $ 4,040 | 06 | 29 | 58 | GS 5 | 2 | 4 170 | 06 | 28 | 59 |

TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER

8. CHECK ONE ☐ NO EXCESS LWOP ☐ EXCESS LWOP
IF EXCESS LWOP, CHECK FOLLOWING:
☐ IN PAY STATUS AT END OF WAITING PERIOD
☐ IN LWOP STATUS AT END OF WAITING PERIOD

9. NUMBER OF HOURS LWOP

10. INITIALS OF CLERK

11. AUDITED BY

TO BE COMPLETED BY THE OFFICE OF PERSONNEL

12. PROJECTED SALARY RATE AND EFFECTIVE DATE

| GRADE | STEP | SALARY | MO. | DA. | YR. |
|---|---|---|---|---|---|
| | | | | | |

13. REMARKS

4 655340
559

14. AUTHENTICATION

CF

C. M. STEWART

JH
am

PERIODIC STEP INCREASE - AUTHENTICATION

FORM NO. 560a 1 MAR. 56 SECRET PERSONNEL FOLDER (4)

13304

SECRET
(WHEN FILLED IN)

| 1. EMP. SERIAL NO. | 2. NAME | 3. ASSIGNED ORGAN. | 4. FUNDS | 5. ALLOTMENT |
|---|---|---|---|---|
| 525658 | PICCOLO JOSEPH S | DDP/WH 7 | UV | |

| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE MO. | DA. | YR. | GRADE | STEP | SALARY | EFFECTIVE DATE MO. | DA. | YR. |
| 4 | 1 | $ 3,415 | 02 | 04 | 57 | 4 | 2 | $ 3,500 | 02 | 09 | 58 |

REMARKS

PSI effected 2/9/58 to GS-4-2 $3,500
per advices from UV Payroll (Addn Bill Line)
KJ 8/11/59

CERTIFICATION

I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.

| TYPED OR PRINTED, NAME OF SUPERVISOR | DATE | SIGNATURE OF SUPERVISOR |
|---|---|---|
| ROBERT N. DAHLGREN | 21 Jan 58 | Robert N Dahlgren |

PERIODIC STEP INCREASE - CERTIFICATION

FORM NO. 560 1 MAR. 56 SECRET PERSONNEL FOLDER (4)

SECRET

# NOTIFICATION OF PERSONNEL ACTION

AES: 25 JUNE 1959

| 1. Serial No | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo. Da. Yr.) | 4. Vet. Pref (None-0, 5 Pt-1, 10 Pt-2) Code | 5. Sex | 6. CS-EOD (Mo. Da. Yr.) |
|---|---|---|---|---|---|
| 525658 | PICCOLO JOSEPH S | 12 08 35 | 0 | M 1 | 02 04 57 |

| 7. SCD (Mo. Da. Yr.) | 8. CSC Retmt. (Yes-1 No-2) Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav. (Mo. Da. Yr.) | 11. FEGLI (Yes-1 No-2) Code | 12. LCD (Mo. Da. Yr.) | 13. Mil. Serv. Credit (Yes-1 No-2) Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | | 02 04 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH<br>BRANCH III<br>MEXICO CITY, MEXICO STATION | 4652 | MEXICO CITY, MEXICO | 45075 |

| 16. Dept. - Field (Dept-1, Unfld-3, Frgn-5) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE CLK | 0510 | GS | 0305.05 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade (Mo. Da. Yr.) | 25. PSI Due (Mo. Da. Yr.) | 26. Appropriation Number |
|---|---|---|---|---|---|
| 05 2 | $ 4190 | DS | 06 29 58 | 06 28 59 | 8 3570 55 060 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo. Da. Yr.) | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| PROMOTION | 30 | 06 28 59 | REGULAR | 01 | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH<br>BRANCH III<br>MEXICO CITY, MEXICO STATION | 4652 | MEXICO CITY, MEXICO | 35075 |

| 33. Dept. - Field (Dept-1, Unfld-3, Frgn-5) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE SUP | 0519 | GS | 0305.05 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade (Mo. Da. Yr.) | 42. PSI Due (Mo. Da. Yr.) | 43. Appropriation Number |
|---|---|---|---|---|---|
| 06 1 | $ 4490 | DS | 06 28 59 | 06 28 60 | 9 3570 55 060 |

44. Remarks

POSTED
26 JUN 1959
[illegible]

FORM NO. 1150a
1 MAR 57

SECRET

(4)

SECRET

# NOTIFICATION OF PERSONNEL ACTION

LLC 27 JUNE 58

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth Mo. Da. Yr. | 4. Vet. Pref (None-0, 5 Pt-1, 10 Pt-2) Code | 5. Sex | 6. CS-EOD Mo. Da. Yr. |
|---|---|---|---|---|---|
| 525658 | PICCOLO JOSEPH S | 12 08 35 | 0 | M 1 | 02 04 57 |

| 7. SCD Mo. Da. Yr. | 8. CSC Retmt. (Yes-1, No-2) Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav Mo. Da. Yr. | 11. FEGLI (Yes-1, No-2) Code | 12. LCD Mo. Da. Yr. | 13. Mil. Serv. Credit. LCD (Yes-1, No-2) Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | | 02 04 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH<br>BRANCH III<br>MEXICO CITY, MEXICO STATION | 4651 | MEXICO CITY, MEXICO | 45075 |

| 16. Dept.-Field (Dept-1, USfld-3, Frgn-5) Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE CLERK | 510 | GS | 0305.05 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade Mo. Da. Yr. | 25. PSI Due Mo. Da. Yr. | 26. Appropriation Number |
|---|---|---|---|---|---|
| 04 2 | $ 3850 | DS | 02 04 57 | 02 09 58 | 8 3570 55 060 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date Mo. Da. Yr. | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| PROMOTION | 30 | 06 29 58 | REGULAR | 01 | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH<br>BRANCH III<br>MEXICO CITY, MEXICO STATION | 4652 | MEXICO CITY, MEXICO | 45075 |

| 33. Dept.-Field (Dept-1, USfld-3, Frgn-5) Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE CLK | 0510 | GS | 0305.05 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade Mo. Da. Yr. | 42. PSI Due Mo. Da. Yr. | 43. Appropriation Number |
|---|---|---|---|---|---|
| 05 1 | $ 4040 | DS | 06 29 58 | 06 29 59 | 8 3570 55 060 |

44. Remarks

POSTED

Cp 8 JUL 1958

FORM NO. 1150a 1 MAR 57

SECRET

(4)

14-00000

SECRET

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE
12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

| NAME | SERIAL | GRADE-STEP | OLD SALARY | NEW SALARY |
|---|---|---|---|---|
| PICCOLO JOSEPH S | 525658 | GS-04-2 | $ 3,500 | $ 3,850 |

GORDON M. STEWART
/S/ DIRECTOR OF PERSONNEL

SECRET

14-00000

SECRET

# NOTIFICATION OF PERSONNEL ACTION

MCO

| 1. Serial No. | 2. Name (Last-First-Middle) | 3. Date Of Birth (Mo. Da. Yr.) | 4. Vet. Pref. Code | 5. Sex | 6. CS-EOD (Mo. Da. Yr.) |
|---|---|---|---|---|---|
| 525552 | PICCOLO JOSEPH S | 12 [illegible] 25 | 0 | M 1 | 02 04 57 |

| 7. SCD (Mo. Da. Yr.) | 8. CSC Retmt. (Yes-1 No-2) Code | 9. CSC Or Other Legal Authority | 10. Apmt. Affidav (Mo. Da. Yr.) | 11. FEGLI Code | 12. LCD (Mo. Da. Yr.) | 13. Code |
|---|---|---|---|---|---|---|
| 12 27 54 | 1 | 50 USCA 403 J | | 1 | 02 04 57 | 2 |

## PREVIOUS ASSIGNMENT

| 14. Organizational Designations | Code | 15. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP FI<br>RECORDS INTEGRATION DIVISION<br>ANALYSIS AND OPERATIONS BRANCH<br>INDEX SECTION | | WASH. D. C. | |

| 16. Dept.-Field Code | 17. Position Title | 18. Position No. | 19. Serv. | 20. Occup. Series |
|---|---|---|---|---|
| 2 | FILE CLERK | 424.05 | GS | 0305.01 |

| 21. Grade & Step | 22. Salary Or Rate | 23. SD | 24. Date Of Grade | 25. PSI Due | 26. Appropriation Number |
|---|---|---|---|---|---|
| 04 1 | $ 3415 | DS | | | 8 2300 23 |

## ACTION

| 27. Nature Of Action | Code | 28. Eff. Date (Mo. Da. Yr.) | 29. Type Of Employee | Code | 30. Separation Data |
|---|---|---|---|---|---|
| REASSIGNMENT (TRANSFER TO UNVOUCHERED FUNDS) | 06 | 11 03 57 | REGULAR | 01 | |

## PRESENT ASSIGNMENT

| 31. Organizational Designations | Code | 32. Location Of Official Station | Station Code |
|---|---|---|---|
| DDP WH<br>BRANCH III<br>MEXICO CITY, MEXICO STATION | 4151 | MEXICO CITY, MEXICO | 45075 |

| 33. Dept.-Field Code | 34. Position Title | 35. Position No. | 36. Serv. | 37. Occup. Series |
|---|---|---|---|---|
| 5 | MAIL AND FILE CLERK | 510 | GS | 0305.05 |

| 38. Grade & Step | 39. Salary Or Rate | 40. SD | 41. Date Of Grade | 42. PSI Due | 43. Appropriation Number |
|---|---|---|---|---|---|
| 04 1 | $ 3415 | DS | 02 04 57 | 02 10 15 | 8 3570 55 0 0 |

44. Remarks

SUBJECT TO APPROVED MEDICAL CLEARANCE PRIOR TO BEING SENT OVERSEAS.

FORM NO. 1 MAR 57 1150a

SECRET

(4)

14-00000

STANDARD FORM 50 (8 PART)
REV. APRIL 1951
PROMULGATED BY
U.S. CIVIL SERVICE COMMISSION
CHAPTER R1, FEDERAL PERSONNEL MANUAL

.NTRAL INTELLIGENCE AGEN.

F... 20 Dec 1957

# NOTIFICATION OF PERSONNEL ACTION

| 1. NAME (MR.-MISS-MRS.-ONE GIVEN NAME, INITIAL(S), AND SURNAME) | 2. DATE OF BIRTH | 3. JOURNAL OR ACTION NO. | 4. DATE |
|---|---|---|---|
| MR. JOS..H S. PI...GLO 125658 | 9 Dec 1935 | | 4 Fe..ruary 1957 |

*This is to notify you of the following action affecting your employment:*

| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) | 6. EFFECTIVE DATE | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY |
|---|---|---|
| EXCEPTED A..OINTMENT | 4 Feb 1957 | 50 ... A 403 J |

| FROM | | TO |
|---|---|---|
| | 8. POSITION TITLE | File Clerk IW-424.09 |
| | 9. SERVICE, SERIES, GRADE, SALARY | GS-0305.01-4 $3415.00 per annum |
| | 10. ORGANIZATIONAL DESIGNATIONS | Records Integration Division<br>Analysis & Operations Branch<br>Index Section |
| | 11. HEADQUARTERS | Washington, D. C. |
| FIELD [ ] DEPARTMENTAL [ ] | 12. FIELD OR DEPT'L | FIELD [ ] DEPARTMENTAL [X] |

13. VETERAN'S PREFERENCE

| NONE | WWII | OTHER | 5 PT. | 10 POINT DISAB | 10 POINT OTHER |
|---|---|---|---|---|---|
| X | | | | | |

14. POSITION CLASSIFICATION ACTION

| NEW | VICE | I. A. | REAL. |
|---|---|---|---|
| | | | |

SD:1B

| 15. SEX | 16. APPROPRIATION | 17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) | 18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | 19. LEGAL RESIDENCE |
|---|---|---|---|---|
| M | FROM:<br>TO: 7-2309-23 | Yes | 4 Feb 1957 | [ ] CLAIMED [ ] PROVED<br>STATE: Florida |

20. REMARKS.

RC-101

Subject to the satisfactory completion of a trial period of one year.
Subject to the satisfactory completion of a medical examination.
Pay rate shown is subject is subject to adjustment upon verification of prior service.

DOG: 2/4/57
CSROD: 2/4/57
LCD: 2/../57
SCD: 12/27/54

PSI DUE 2/9/58

Personnel Folder Requested ...
from ...
Initials ...

ENTRANCE PERFORMANCE RATING:

Director of Personnel

SIGNATURE OR OTHER AUTHENTICATION

4. PERSONNEL FOLDER COPY

U. S. GOVERNMENT PRINTING OFFICE. 1956-O-...

SECRET
CLASSIFICATION

# FITNESS REPORT

## SECTION A 265 441914 GENERAL INFORMATION

025658 | Piccolo, Joseph S. | 8 Dec 35 | M | GS-13 | DAG

Ops Officer | DDO/CI/O/C/LA | Hqs | X

TYPE OF APPOINTMENT: X CAREER | RESERVE | TEMPORARY | CONTRACT | SPECIAL | OTHER

TYPE OF REPORT: INITIAL | X ANNUAL | REASSIGNMENT | SPECIAL

REPORTING PERIOD (FROM-TO): 1 Oct 78 - 30 Sept 79

DATE REPORT DUE IN O.P.:

## SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT

## SECTION C PERFORMANCE EVALUATION

U-Unsatisfactory: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken & proposed in Section D.

M-Marginal: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P-Proficient: Performance is satisfactory. Desired results are being produced in the manner expected.

S-Strong: Performance is characterized by exceptional proficiency.

O-Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Serve as senior CI coordinator for LA Division; to monitor the Division's CI activities; to provide guidance and support for its CI problems and operations. | S |
| SPECIFIC DUTY NO. 2: Participate in Counterintelligence and Operational Security Surveys. | S |
| SPECIFIC DUTY NO. 3: Screen LA Division traffic containing items of CI significance; maintain liaison with other CI components of the USG; perform special CI case assignments. | S |
| SPECIFIC DUTY NO. 4: Maintain CI working files including basic information on the CI objectives of LA Division. | S |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

DERIVATIVE CL BY 057250

REVW ON Dec 99

FORM 45

CLASSIFICATION
SECRET

E2 IMPDET CL BY 09C

SECRET
CLASSIFICATION

**SECTION D** — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

DEC 12 8 10 AM '79

Mr. Piccolo's wide experience in LA Division and Cuban operations, his inquisitive instincts, his activist style and his keen analytical skills, superbly qualify him to serve as the senior CI Staff coordinator for LA Division. One obvious measure of his strong, continued effectiveness, is that in any given week he receives more requests for guidance, CI file reviews, and other forms of CI support, than any of our other area division coordinators.. On the other hand, because of his in-depth, across the board knowledge of LA's operational activities, he represents a unique resource to C/CI when the latter has to respond knowledgeably and rapidly to inquires from the DDO level on LA related matters. On that score alone, C/CI has commented on his deep satisfaction with Mr. Piccolo's impressive performance.

During the year, Mr. Piccolo led the team which conducted an in-depth CI and Operational Security Survey of Brasilia Station and its two Bases. The final report was well received by the Division and the Station, which began implementing certain of the team's suggested recommendations before its return to Headquarters. As with other CI survey reports, the Brasilia study was forwarded to the DDO and the DCI for their information. Mr. Piccolo is one of the more experienced survey officers, having participated in or led five station survey exercises in AF and LA Divisions.

//continued//

**SECTION E** — **CERTIFICATION AND COMMENTS**

**1. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| 14 | Fitness Reporting Profile 0 2 3 13 [illegible] | |
| **DATE** | **OFFICIAL TITLE OF SUPERVISOR** | **TYPED OR PRINTED NAME AND SIGNATURE** |
| 10 Dec 1979 | Chief, CI/OG/OC | Stephen F. Creane |

**2. BY EMPLOYEE**

| I HAVE ☐ OR HAVE NOT ☒ ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE. | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| | 10 Dec 79 | [signature] |

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

Mr. Piccolo is a very competent, serious and ambitious officer. As the senior CI coordinator for LA Division, he has represented the Staff extremely well and, more importantly, has ensured rapid, professional and informed follow-up on counter-intelligence problems and leads in that active area. He knows his client division well, his advice and support are regularly sought, and he has an unusual ability to penetrate to the essentials of a given operational matter. All with whom he deals in LA Division hold him in high esteem.

(continued)

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| | C/CI/OG | Jack Friedlander |

**4. BY EMPLOYEE**

| I CERTIFY THAT I HAVE SEEN THE ENTRIES IN SECTION [illegible] OF THIS REPORT [illegible] | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| [illegible] | [illegible] | [signature] |

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The operational traffic Mr. Piccolo screens for the "front office" is usually accompanied by pertinent insights on the significance of the development or event reported. He has been praised more frequently for his commentaries than any of our other coordinators, which is another reflection on his intimate familiarity with the LA operational scene. Numerous examples of his productive and versatile service to the Division and Staff can be cited but we will note for the sake of brevity only three to underscore out point. (1) For the past two years he has been the guiding and principal referent on a joint Agency/FBI proposal which would enable the FBI to engage in foreign CI operations against the Soviet intelligence services on the Mexican side of the border. His perseverance in shepherding the instrument through its various ~~approval~~ stages in the Agency and the Department of Justice, is finally paying off with the recent notification that the SCC/CI had informally approved the agreement. (2) This past summer Mr. Piccolo was temporarily assigned to assist NE Division as a consultant, because of his Brasilian expertise, in a case involving a Brazilian walk-in who claimed PLO connections. Ultimately Mr. Piccolo participated directly in the interrogation assessment process, and was a key factor in finally persuading the Brazilian to return to Brasil to work in place against the PLO. Finally (3), he has quite justifiably earned the reputation (per student critiques and faculty commentary) as one of the most effective instructors on the CI Staff. He lectures regularly in the CI and BOC courses, and participates in the Walk-Ins and Doubled Agent seminars for our military and FBI colleagues.

Again, Mr. Piccolo's performance during this past year, as in previous years, reflected a sustained superior effort, which, I am convinced, will continue to be the pattern in the future.

SECTION E REVIEWING COMMENTS (continued)

Rating officer properly highlights Mr. Piccolo's determination and perseverence in pushing a major joint CIA-FBI program through Washington's often unbelievable bureaucracy. A lessor man would have thrown in the towel long ago. Mr. Piccolo, understanding the importance of this proposal, was determined to "hang in there;" success resulted.

A veteran CI survey officer, Mr. Piccolo headed a team inspecting Brasilia Station during this year. Perceptive identification of a number of potential counterintelligence and operational security problems, have induced this Station to take certain corrective action and its future operational programs will surely benefit from these.

Major contamination via Philip Agee has severely limited this officer's ability to serve in his area of specialty, Latin America. Nonetheless, we need to identify in the not too distant future a challenging overseas assignment that will take advantage of his impressive operational skills and experience. He is patently an officer with highly developed on-the-street instincts and, if he is to achieve his considerable potential, needs additional overseas postings.

In the meantime we are fortunate indeed to have him on our Staff; he is one of our best. I unhesitatingly concur in the Rating Officer's letter grades and narrative comments.

14 March 1979

MEMORANDUM FOR: Mr. Joseph S. Piccolo, Jr.
CI Staff/Operations Group
Operations Coordination Branch/LA

SUBJECT : Letter of Instruction

General:

1. As the Latin America Division Coordinator for the Operations Coordination Branch, CI/OG, your basic duty is to serve as the initial and principal point of contact between the CI Staff and LA Division with respect to counterintelligence activities involving the Division and its respective Stations. While the position of Coordinator has certain liaison aspects it also requires that the incumbent, in support of the DDO's objective to reintegrate CI disciplines within the Operations Directorate, take an active role in stimulating CI practices and operations in LA Division. Accordingly, you are expected to be fully knowledgeable of the missions and responsibilities of the CI Staff (See DDO Notice No. 1-1339, dated 16 July 1975; DDO Notice No. 51-54, Coordination on Counterintelligence Matters, dated 4 May 1976); and in general the interests and activities of the other functional branches of the Operations Group as they relate to LA Division. To enable you to accomplish your specific duties you will be supported by an Assistant LA Coordinator.

Specific Duties:

2. As the LA Coordinator, your major continuing duties will be:

a. To develop close and effective working relationships with LA Division to ensure you are currently and fully aware of CI problems and activities in that Division; to provide LA Division with guidance and support for its counterintelligence operations.

b. To participate when requested in the planning and conduct of Field Counterintelligence and Operational Security Surveys designated by the C/CI Staff.

WARNING NOTICE
SENSITIVE INTELLIGENCE SOURCES
AND METHODS INVOLVED

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REVIEW ON 14 Mar 99
DERIVED FROM C/?

c. To monitor and screen LA cable traffic and select items of CI significance for routing to appropriate CI Staff components, together with supplemental information as needed; to maintain liaison with other USG components as appropriate; to perform special assignments on CI cases as may be required by CI Staff.

d. To maintain CI working files, including basic information with respect to the CI Objectives of each LA Division Station.

e. To serve as back-up Coordinator for other divisions as may be required, and as your work schedule permits.

3. During your assignment to CI/OG/OCB Fitness Reports on your performance will be based on the provisions of this LOI. Any major changes in this LOI will be made in writing and will require your signature to be effective.

Stephen F. Creane
Stephen F. Creane
Chief, CI/OG/OC

I have read and understood the above.

Joseph S. Piccolo, Jr.
Joseph S. Piccolo, Jr.
LA Division CI Coordinator

14 Mar 77
Date

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CLASSIFICATION

265-44-1714

# FITNESS REPORT

## SECTION A — GENERAL INFORMATION

| 1. EMPLOYEE SERIAL NUMBER | 2. NAME (Last, first, middle) | 3. DATE OF BIRTH | 4. SEX | 5. GRADE | 6. SD |
|---|---|---|---|---|---|
| 025658 | PICCOLO, Joseph S. | 8 Dec. 35 | M | GS-13 | DAG |

| 7. OFFICIAL POSITION TITLE | 8. OFF/DIV/BR OF ASSIGNMENT | 9. CURRENT STATION | 10. CHECK (X) ONE |
|---|---|---|---|
| Operations Officer | DDO/CIOC/LANE | Hqs. | X HQS. |

11. TYPE OF APPOINTMENT: X CAREER | RESERVE | TEMPORARY | CONTRACT | SPECIAL | OTHER

12. TYPE OF REPORT: INITIAL | X ANNUAL | REASSIGNMENT | SPECIAL

13. REPORTING PERIOD (From- to-): 1 Oct. 77 - 30 Sept. 78

14. DATE REPORT DUE IN O.P.: October 78

## SECTION B — QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

## SECTION C — PERFORMANCE EVALUATION

U—Unsatisfactory: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

M—Marginal: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P—Proficient: Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong: Performance is characterized by exceptional proficiency.

O—Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Maintain close working relationships with LA Division personnel in support of DDO counterintelligence operations and activities; and provide guidance and support in the furtherance of those activities. | S |
| SPECIFIC DUTY NO. 2: Assist in the review and coordination of assigned double agent cases in your geographic area which are sponsored by the U.S. military and other U.S. agencies; and help manage certain select foreign CI cases. | S |
| SPECIFIC DUTY NO. 3: Monitor hostile intelligence approaches to U.S. persons in your geographic area. | S |
| SPECIFIC DUTY NO. 4: Participate in the LANE Section contribution to an overall CI Staff annual evaluation of counterintelligence programs in LA Division field stations. | |
| SPECIFIC DUTY NO. 5: Screen non-restricted DDO operational telecommunications for items of CI significance. | S |
| SPECIFIC DUTY NO. 6 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: [illegible]

FORM 45 | CLASSIFICATION: SECRET | 06119

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CLASSIFICATION

**SECTION D** NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

During the period under review Mr. Piccolo was the senior referent in the Branch for LA Division affairs. In this capacity he functioned most effectively and efficiently, and fully exploited his more than 17 year's association with LA Division.

With respect to Specific Duties, No's 3 and 5 are pretty much self explanatory and are the bread-and-butter type activities that provide you a data base for approaching other responsibilities and keep you au courant of operational conditions. There is no rating for No. 4 as this activity this year was handled by O/C/CI.

In terms of Specific Duty No. 1., Mr. Piccolo has had several field station assignments in LA Division plus several at Headquarters. He maintains close and continuing contact with country desks and staff officers and when appropriate has initiated operational comments and suggestions. For example, when reviewing the traffic from an on island Cuban reporting source he noted indications that the source might be under hostile control, and sent forward a memorandum outlining these indications to COG while defering to them for further action. On another occasion when a walk in appeared at an overseas Station he again approached COG

-Continued -

**SECTION E** CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| 12 | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 1 Dec 78 | DC/OG/OCB | John F. Markham |

2. BY EMPLOYEE

| I HAVE [ ] OR HAVE NOT [X] ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE. | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| | 1 Dec 78 | Joseph S. Piccolo |

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

This Fitness Report is one of the most thorough and balanced from a substantive view which I have reviewed in some time. I find it to be accurate from my perspective and reflects my own contention that Mr. Piccolo is for his grade one of the most productive, aggressive and versatile officers we have in the DO.

Earlier this year Mr. Piccolo received a QSI in recognition of his fine performance on the CI Staff during the previous year. There is no question that a sustained superior effort on Mr. Piccolo's part will continue to be the pattern in the future. He has a prosperous career ahead of him.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 1 December 1978 | Chief, CI/O/C | Stephen T. Creane |

4. BY EMPLOYEE

[illegible] SIGNATURE OF EMPLOYEE

CLASSIFICATION

and outlined to them the reasons he believed the walk-in was a provocation. COG agreed to withold any attempts at operational exploitation until the walk-in's bona fides were better established. The walk-in subsequently failed a polygraph on the question was he being directed at us.

With respect to Duty No. 2, usually focused on the activities of USAINTA while his colleague focused on those of OSI. In any event, each could readily fill in as substitute if the other were absent. The range of operational initiatives available to us in these cases is, for the most part, limited and our main in-put is in terms of area knowledge and operational experience. Nevertheless, Mr. Piccolo did address himself to the problem of coverage of controlled U.S.: Person double agents when travelling overseas and drafted a general consent agreement for agents to sign permitting us CI coverage of them while abroad. The suggestion is in the hands of the military services the FBI and Agency legal authorities and its ultimate fate is not known.

In terms of ad hoc assignments Mr. Piccolo has participated in two CI Operational Surveys, namely Buenos Aires and Bogota. In both instances he was the team leader. A CI Survey is defined as an in depth review of a Stations operational activities designed to detect efforts by and determine the capabilities of foreign intelligence services to carry out recruitment, penetration, provocation and deception operations and to evaluate the threat these pose to the Station. The Surveys are time consuming and taxing, requiring a review of all pertinent Headquarters files, a visit to the Station to review field files and interview all operational personnel, and then return to Hqs. to compile a report that may run as few as fifty pages or more than one hundred. The reports are addressed to the COS and the DDO, although the DCI has instructed that he be routinely included on the distribution of each report. Mr. Piccolo's level of performance is reflected in the fact that Bogota was his fourth survey.

In another ad hoc activity Mr. Piccolo was responsible for retrieving a proposal regarding joint activities with the FBI in a very sensitive area from the Bench Mark paper being submitted to the National Security Council/Special Coordination Committee NSC/SCC) on counterintelligence programs, and suggesting that it be submitted jointly with the FBI to appropriate USG authorities. This suggestion is currently being implemented and in so doing has required consultation and meetings with the FBI from the working level to very senior officers.

Mr. Piccolo is an experienced and professional officer requiring a minimum of supervision. He is aggressive, imaginative and has demonstrated his initiative. He writes well and is even stronger in his verbal skills. He can defend his position vigorously and skillfully but is disciplined and will accept the final decision if contrary to his own view without grousing. He has an engaging personality. I would be happy to serve with him again either at Hqs or overseas.

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1 September 1978

MEMORANDUM FOR: Mr. Joseph S. Piccolo
CI/LANE Section

SUBJECT : Letter of Instruction

I. Introduction

This LOI is intended to provide you with the general missions and goals of the Operations Coordination Branch (CI/OC) and the specific duties which you, as an officer in the LANE Section, have been assigned.

II. Operations Coordination Branch - General Missions and Goals

CI/OC is responsible for monitoring and coordinating the foreign CI activities of CIA and other U.S. agencies, and providing appropriate support and guidance to such activities. It conducts CI and Operational Security Surveys of Directorate field stations, and manages certain select, sensitive foreign CI operations. It investigates and issues the necessary approvals for the operational use of all prospective DDO agents and assists in the monitoring of agent performance for CI purposes. It contributes critiques annually to EPDS on the progress of field stations toward their CI objectives, and in general monitors the counterintelligence performance of CIA elements in accordance with the pertinent protions of Executive Order 12036.

III. The Operations Group was reorganized in December 1977 and its functions and responsibilities were restructured along geographic lines. The effect was an amalgamation of the former Area Operations Branch and the functional branches into three geographic components consisting of an EAAF Section, a EURFR Section, and a LANE Section. Also at that time, the Clearance Section, formerly the Ops Clearance Branch, R&A Group, was transferred to CI/OC

IV. Specific Duties

As an officer in the LANE Section, CI/OC, your duties are as follows.

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1. Develop and maintain close and effective working relationships with LA Division personnel in support of DDO counterintelligence operations and activities; and to provide guidance and support in the furtherance of those operations and activities.

2. To screen non-restricted DDO operational telecommunications in the LA area for selection and routing of items of CI significance to appropriate Branch and Staff officers.

3. To assist in the review and coordination, in conjunction with the central referent, of assigned double agent cases in your geographic area which are sponsored by the U.S. military and other U.S. agencies; and to help manage certain select, foreign CI cases.

4. To monitor hostile intelligence approaches to U.S. persons in your geographic area, including U.S. Government military and civilian employees, tourists and U.S. resident aliens.

5. To participate in the LANE Section contribution to an overall CI Staff annual evaluation of the counterintelligence program conducted under the Operating Directive of the respective stations in the LA area.

During your tour with CI/OC fitness reports on your performance will be prepared and based on the provisions of this LOI. Any major changes in your duties will be made in writing with your concurrence and will require your signature to be effective.

I have read and understood the above:

Joseph S. Piccolo

John F. Markham

1 Sept 78
Date

SECRET

1 September 1978

MEMORANDUM FOR: Mr. Joseph S. Piccolo
CI/LANE Section

SUBJECT : Letter of Instruction

I. Introduction

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IV. Specific Duties

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E2 IMPDET
CL BY 057250

SECRET

1. Develop and maintain close and effective working relationships with LA Division personnel in support of DDO counterintelligence operations and activities; and to provide guidance and support in the furtherance of those operations and activities.

2. To screen non-restricted DDO operational telecommunications in the LA area for selection and routing of items of CI significance to appropriate Branch and Staff officers.

3. To assist in the review and coordination, in conjunction with the central referent, of assigned double agent cases in your geographic area which are sponsored by the U.S. military and other U.S. agencies; and to help manage certain select, foreign CI cases.

4. To monitor hostile intelligence approaches to U.S. persons in your geographic area, including U.S. Government military and civilian employees, tourists and U.S. resident aliens.

5. To participate in the LANE Section contribution to an overall CI Staff annual evaluation of the counterintelligence program conducted under the Operating Directive of the respective stations in the LA area.

During your tour with CI/OC fitness reports on your performance will be prepared and based on the provisions of this LOI. Any major changes in your duties will be made in writing with your concurrence and will require your signature to be effective.

I have read and understood the above:

Joseph S. Piccolo

John F. Markham

1 Sept 78

Date

SECRET
CLASSIFICATION

# FITNESS REPORT

## SECTION A — GENERAL INFORMATION

| 1. EMPLOYEE NUMBER | 2. NAME (Last, First, Middle) | 3. DATE OF BIRTH | 4. SEX | 5. GRADE | 6. SD |
|---|---|---|---|---|---|
| 025658 | Piccolo, Joseph | 8 Dec 35 | M | GS-13 | DAG |

| 7. OFFICIAL POSITION TITLE | 8. OFF/DIV/BR OF ASSIGNMENT | 9. CURRENT STATION | 10. CHECK (X) |
|---|---|---|---|
| Operations Officer | DDO/CI/OG/SO | HQS | XX |

11. TYPE OF APPOINTMENT

| | | |
|---|---|---|
| X CAREER | RESERVE | TEMPORARY |
| CONTRACT | SPECIAL | OTHER |

12. TYPE OF REPORT

| | | | |
|---|---|---|---|
| INITIAL | X ANNUAL | REASSIGNMENT | SPECIAL |

| 13. REPORTING PERIOD (From- to-) | 14. DATE REPORT DUE IN O.P. |
|---|---|
| 1 Oct 76-30 Sep 77 | 31 Oct 77 |

## SECTION B — QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

## SECTION C — PERFORMANCE EVALUATION

U—Unsatisfactory: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

M—Marginal: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P—Proficient: Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong: Performance is characterized by exceptional proficiency.

O—Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Operations officer for multiple lead highly sensitive CI project. | S |
| SPECIFIC DUTY NO. 2: Case officer for CI/FBI project involving extensive international and domestic travel. | O |
| SPECIFIC DUTY NO. 3: Investigation and exploitation of CI leads derived from Agency and/or FBI operations. | S |
| SPECIFIC DUTY NO. 4: Ad hoc assignments; i.e. CI Operational Surveys, CI training of foreign liaison, etc. | O |
| SPECIFIC DUTY NO. 5: To serve as Acting Branch Chief. | S |
| SPECIFIC DUTY NO. 6: | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

FORM 45 USE PREVIOUS EDITIONS

CLASSIFICATION

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CLASSIFICATION

SECTION D — NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

Mr. Piccolo is an integral part of the Special Operations Branch which, in way of explanation, is charged with undertaking certain sensitive operations assigned by Chief, CI; it is also responsible for a variety of ad hoc requirements not normally found elsewhere in the DDO which require the handling of off beat but CI related investigations; and in rendering support to the FBI in its cases abroad. Mr. Piccolo in the fulfillment of these assorted tasks of the Branch has demonstrated discretion, tact, flexibility, open mindedness, operational knowhow and good common sense. He is viewed as a highly experienced, completely dependable officer, requiring a minimum of supervision. He does, however, know when to seek guidance and accepts it with good cheer. His approach to operational problems is based on a solid appreciation of what is required and is not afraid to express his views on a problem when necessary, but he will implement a decision once made. These attributes coupled with his fairness, single minded approach to his work and dedication, mark him as a professional in the true sense of the word.

/Continued/

SECTION E — CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| 15 | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 25 October 1977 | AC/CI/OG/SO | Daniel R. NiescIur |

2. BY EMPLOYEE

| I HAVE ☐ OR HAVE NOT ☒ ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE. | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| | 25 Oct 77 | Joseph S. Piccolo |

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I have known Mr. Piccolo since early this year and have been much impressed by his professionalism, conscientiousness and capacity for just plain hard work. He has done everything that we have asked him to do quickly and well. His work both on the sensitive and productive CI project mentioned by the rating officer and on several counterintelligence surveys has been consistently first-rate. He thinks well and he writes well. Based on his broad field experience, his language skill and his deep dedication to the Agency, he would appear to have considerable growth potential. He is one of our very best officers. I unhesitatingly concur in the rating officer's letter grades and narrative comments.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 26 OCT 1977 | Chief, CI Ops Group | Jack Friedlander |

4. BY EMPLOYEE

| I CERTIFY THAT I HAVE SEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT. I HAVE ☐ HAVE NOT ☒ ATTACHED A STATEMENT CONCERNING THE REVIEWING OFFICIAL'S EVALUATION OF MY PERFORMANCE. | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| | | Joseph S. Piccolo |

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FITNESS REPORT
October 1977

Joseph S. Piccolo

SECTION D NARRATIVE COMMENTS - /Continued/

In addressing the specific duties, Mr. Piccolo has been engaged during the past year in the exploitation of a sensitive multi-lead CI Project which has resulted in a neutralization of some Soviet espionage activity abroad. In the furtherance of this project he supervised, with an even hand, one intelligence assistant. Mr. Piccolo has been called upon to support CI activities requiring extensive travel abroad in support of joint Agency and FBI objectives. He executed these assignments with a singular degree of professionalism. Recently he organized and ran a CI training course for foreign liaison. This required the preparation of course material in Spanish and personally delivering lectures in the Spanish language. The Station described this effort as an outstanding contribution to the current task of molding the liaison service into an efficient and effective counterintelligence organization. More recently, based on previous experience and participation in CI Operational Surveys, he has been designated to head a CI Survey team going to Latin America. Finally, during the period of this report, due to the absence of the Branch Chief, Mr. Piccolo has served well as the Acting Branch Chief and during his tenure kept work flowing smoothly, efficiently and without change of pace. To sum up, Mr. Piccolo is in the opinion of this rater a solid first class officer whose judgment is totally dependable and whose accomplishments have been significant. We would commend Mr. Piccolo for any assignment in field operations above any of his peers.

25 October 1977

MEMORANDUM FOR: Joseph S. Piccolo, Jr.

SUBJECT : Letter of Instruction

Dear Mr. Piccolo:

This Letter of Instruction sets forth your responsibilities and duties as an operations officer assigned to the Counter-intelligence Staff. Your performance of the duties described below will serve as the basis of the preparation of your fitness report. Any questions, clarification or elaboration regarding these instructions should be discussed with the Chief, CI/OG/SO and/or Chief, CI/OG.

General

1. Working under the supervision of the Chief, CI/OG/SO, you are responsible for the initiation, coordination and support of certain counterintelligence operations designed to detect and neutralize efforts by adversary foreign intelligence services which seek to penetrate U.S. Government agencies (especially CIA) as well as any intelligence service abroad with which CIA maintains a liaison relationship. To do this effectively you will be expected to develop and maintain close working contact with other components of this Agency as well as officers of other U.S. agencies involved in counterintelligence.

2. Through perusal of pertinent cable traffic and other available data you should keep abreast on a continuing basis of the activities, personnel and political factors affecting the hostile opposition as well as problems which confront friendly liaison services and Agency installations overseas. It is further expected that you will contribute sound operational planning and participate actively in decisions reached concerning those counterintelligence operations assigned to you. You will also be expected to keep your immediate supervisor fully informed of all major developments and problems of an operational or administrative nature.

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3. In the absence of the Chief and/or Deputy Chief, CI/OG/SO, you will act in his place, assuming all the responsibilities and duties of that job.

Duties

4. In fulfilling your responsibilities you will be expected to perform the following duties:

a. Operations officer for multiple lead highly sensitive CI project.

b. Case officer for CI/FBI project involving extensive international and domestic travel.

c. Investigation and exploitation of CI leads derived from Agency and/or FBI operations.

d. Ad hoc assignments; i.e. CI Operational Surveys, CI training of foreign liaison, etc.

e. To serve as Acting Branch Chief.

Jack Friedlander
Chief, CI Staff
Operations Group

I have read and understood the above.

Joseph S. Piccolo, Jr.

14-00000

SECRET
CLASSIFICATION

# FITNESS REPORT

## SECTION A — GENERAL INFORMATION

| 1. EMPLOYEE NUMBER | 2. NAME (Last, first, middle) | 3. DATE OF BIRTH | 4. SEX | 5. GRADE | 6. SD |
|---|---|---|---|---|---|
| 025658 | Piccolo, Joseph S. | 12/08/35 | M | GS-13 | DQG |

| 7. OFFICIAL POSITION TITLE | 8. OFF/DIV/BR OF ASSIGNMENT | 9. CURRENT STATION | 10. CODE (CS, I) |
|---|---|---|---|
| Operations Officer | DDO/CI/OG/AO & SO | HQS | X HQS. / OF |

11. TYPE OF APPOINTMENT: X CAREER / RESERVE / TEMPORARY / CONTRACT / SPECIAL / OTHER

12. TYPE OF REPORT: INITIAL / X ANNUAL / REASSIGNMENT / SPECIAL

13. REPORTING PERIOD (FROM-TO): 01/12/76 - 09/30/76

14. DATE REPORT DUE IN O.P.: October 1976

## SECTION B — QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

## SECTION C — PERFORMANCE EVALUATION

U—Unsatisfactory: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

M—Marginal: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P—Proficient: Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong: Performance is characterized by exceptional proficiency.

O—Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| SPECIFIC DUTY | RATING LETTER |
|---|---|
| SPECIFIC DUTY NO. 1: Conduct CI operational surveys | S |
| SPECIFIC DUTY NO. 2: To serve as acting branch chief | S |
| SPECIFIC DUTY NO. 3: To serve as operations officer for a multiple lead CI project. | S |
| SPECIFIC DUTY NO. 4: To case officer a CI project involving inter-division travel abroad. | S |
| SPECIFIC DUTY NO. 5: | |
| SPECIFIC DUTY NO. 6: | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

FORM 45

CLASSIFICATION

E2 IMPDET CL BY 008885

14-00000

SECRET
CLASSIFICATION

## SECTION D — NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

Mr. Piccolo joined the CI Staff at his initiative and has served in several different roles in the period of this report. These included positions as survey officer in the Area Operations Branch for six months, operations officer in the Special Operations Branch for three months and then acting chief of that branch for two months. Overall he has performed his duties in these positions with efficiency and thoroughness.

During the six month period Mr. Piccolo was assigned to the Area Operations Branch, his duties consisted of participation in CI operational surveys of two countries, e.g., Ethiopia and Peru. By way of explanation, a CI operational survey is defined as an in-depth review, both at Headquarters and in the field, of a Station's operational activities in order to detect efforts by and determine the capabilities of foreign intelligence services to accomplish recruitments, penetrations, provocations and deception operations plus an evaluation of the threat these pose to future operations and assets. The surveys are conducted by a team of two or more operations officers and their final report may be 100 or more pages in length. The report is addressed to the DDO and the Area Division Chief and gives them a detailed CI profile of the Station.

(CONTINUED)

## SECTION E — CERTIFICATION AND COMMENTS

### 1. BY SUPERVISOR

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 14 DEC 1976 | DC/CI Staff Ops Group | Robert G. L. Wall |

### 2. BY EMPLOYEE

| I HAVE [ ] OR HAVE NOT [ ] ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE. | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| | 14 [illegible] | Joseph S. Piccolo |

### 3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I fully concur with the comments of the supervisor. I have been most pleased with the manner in which Mr. Piccolo has moved in and taken over the management of his branch in the absence of the branch chief who departed with little warning. Mr. Piccolo is a hard-nosed, honest evaluator of CI problems. He has, however, the ability to manage problems and people with tact and professionalism.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| [illegible] | Chief, CI Staff Ops Group | Lawrence M. Sternfield |

### 4. BY EMPLOYEE

| [illegible] | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| | [illegible] | Joseph S. Piccolo |

CLASSIFICATION

SECRET

FITNESS REPORT Joseph S. Piccolo, Employee #025658

SECTION D - NARRATIVE COMMENTS (Continued)

The two countries which Mr. Piccolo helped survey represent widely varying operational and social environments. In both instances, however, the Station Chiefs cabled Headquarters at the end of the field aspect of the survey complimenting the team on the thoroughness and understanding with which they conducted the survey, and commented on the usefulness and practicality of the team's recommendations. It should noted that these cables had considerable impact on DDO management and were used widely in the extension of the survey program into other areas.

Although Mr. Piccolo's field exposure has been exclusively in the Latin American area, he has a widely varied operational background, having served in varying operational capacities in several stations, and he is perceptive in his understanding of operational realities. His personality is positive and outgoing, and in most instances he is able to initiate very quickly a responsive dialogue with fellow officers. He is adaptable in outlook and reads quickly and with understanding; qualities almost indispensible in an activity of this kind. Im sum, Mr. Piccolo approached both Surveys with enthusiasm and a sense of responsibility, completed his written report (he had a different partner in each case) promptly and accurately. He undoubtedly would have been engaged in a third survey except his temporary tour ended and he was assigned permanently elsewhere in the Staff.

In his duties in the Special Operations Branch, Mr. Piccolo has excelled in his management responsibilities in the sense of both getting the work out of his people and in getting along with them. He is on good terms with all of them. He has shown good CI mentality and a thoroughness which is essential to good CI work. His dedication to his work is shown by his punctuality in the morning and his presence in his office well after five most evenings. His production as operations officer has been steady and thorough for both of the projects for which he has responsibility. Unfortunately, he experienced a period of ill health following a hectic TDY; however, he returned to duty at the first opportunity and resumed his duties with vigor. His versatility was recently demonstrated by his participation in a joint meeting with representatives of a foreign service over a period of several days and evenings during which he proved fully effective in achieving Agency objectives in a liaison and social environment.

The most impressive aspect of Mr. Piccolo's performance and one deserving special mention in this fitness report is his ability with the written word. It is fully accurate to say that the survey reports to which he contributed were much better written than were those of his peers. He has the ability to describe an operational situation in terms which are at the same time meaningful, concise and easy to read. It is a pleasure to read his material and to compliment him on this ability in this report.

SECRET

SECRET

15 December 1976

MEMORANDUM FOR: Joseph S. Piccolo, Jr.

SUBJECT : Letter of Instruction

Dear Mr. Piccolo:

This Letter of Instruction sets forth your responsibilities and duties as an operations officer assigned to the Counter-intelligence Staff. Your performance of the duties described below will serve as the basis of the preparation of your fitness report. Any questions, clarification or elaboration regarding these instructions should be discussed with the Chief, CI/OG/SO and/or Chief, CI/OG.

General

1. Working under the supervision of the Chief, CI/OG/SO, you are responsible for the initiation, coordination and support of certain counterintelligence operations designed to detect and neutralize efforts by adversary foreign intelligence services which seek to penetrate U.S. Government agencies (especially CIA) as well as any intelligence service abroad with which CIA maintains a liaison relationship. To do this effectively you will be expected to develop and maintain close working contact with other components of this Agency as well as officers of other U.S. agencies involved in counterintelligence.

2. Through perusal of pertinent cable traffic and other available data you should keep abreast on a continuing basis of the activities, personnel and political factors affecting the hostile opposition as well as problems which confront friendly liaison services and Agency installations overseas. It is further expected that you will contribute sound operational planning and participate actively in decisions reached concerning those counterintelligence operations assigned to you. You will also be expected to keep your immediate supervisor fully informed of all major developments and problems of an operational or administrative nature.

E2 IMPDET
CL BY 008885

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SECRET

3. In the absence of the Chief and/or Deputy Chief, CI/OG/SO, you will act in his place, assuming all the responsibilities and duties of that job.

Duties

4. In fulfilling your responsibilities you will be expected to perform the following duties:

a. To carry out ad hoc operational requirements as may be assigned such as the conduct of CI Surveys at overseas stations.

b. To serve as Branch Chief or Deputy Branch Chief as required in the absence of the incumbent.

c. To serve as the Headquarters case officer for certain highly sensitive CI operations.

d. To exploit CI leads arising out of sensitive material and command channel communications.

Lawrence M. Sternfield
Chief, CI Staff
Operations Group

I have read and understood the above.

Joseph S. Piccolo, Jr.



SECRET

**FITNESS REPORT**

NOTE: Supervisor or Reviewing Official may assign a higher classification if CONFIDENTIAL is not adequate for the report when completed.

## SECTION A. GENERAL INFORMATION

| 1. EMPLOYEE NUMBER | 2. NAME (last, first, middle) | 3. DATE OF BIRTH | 4. SEX | 5. GRADE | 6. SD |
|---|---|---|---|---|---|
| | Joseph S. Piccolo | 8 Dec 1935 | M | GS-13 | D |

| 7. OFFICIAL POSITION TITLE | 8. OFF/DIV/BR OF ASSIGNMENT | 9. CURRENT STATION |
|---|---|---|
| Operations Officer | | Managua |

**10. TYPE OF APPOINTMENT**

| | | | | | |
|---|---|---|---|---|---|
| X | CAREER | | CAREER PROVISIONAL | | RESERVE |
| | CONTRACT | | SPECIAL | | TEMPORARY |

**11. TYPE OF REPORT**

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | ANNUAL | | 21-MONTH | | 30-MONTH | X | REASSIGNMENT | | SPECIAL |

| 12. REPORTING PERIOD (From-to-) | 13. DATE REPORT DUE IN O.P. |
|---|---|
| 21 Jan - 7 Aug 1975 | |

## SECTION B PERFORMANCE EVALUATION

- **U—Unsatisfactory** Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
- **M—Marginal** Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.
- **P—Proficient** Performance is satisfactory. Desired results are being produced in the manner expected.
- **S—Strong** Performance is characterized by exceptional proficiency.
- **O—Outstanding** Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| SPECIFIC DUTY | RATING LETTER |
|---|---|
| SPECIFIC DUTY NO. 1: Responsible for the Station's Operational Program targetted against Communist, Terrorist and political Left target | S |
| SPECIFIC DUTY NO. 2: Conducts daily liaison operation to extract intelligence and operational support for Station unilateral efforts and to assess and cultivate liaison or other military officers for unilateral recruitment. | S |
| SPECIFIC DUTY NO. 3: Cultivates a Cabinet level target for eventual recruitment as an agent of influence | S |
| SPECIFIC DUTY NO. 4: Acts as DCOS and, in the absence of the COS, as ACOS | S |
| SPECIFIC DUTY NO. 5: Develops unilateral assets in the MHABYSS target area. | (*) |
| SPECIFIC DUTY NO. 6: Serves as Station Technical Referent | (*) |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

30 DEC 1975

14-00000

CONFIDENTIAL

| SECTION C | NARRATIVE COMMENTS |
|---|---|

*Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.*

This is an end of tour report covering the fourteen months in which this Officer has been under my supervision. Managua Station has just submitted its first Statement of Accomplishment Goals under the newly-established MBO reporting system and schedule. Consequently, this report combines Subject's duties as specified in two previous LOI's which run from 1 June 1974 to 30 May 1975 and from 1 June 1975 through 31 July 1975. The duties listed are therefore broader than those to be reflected in the latest LOI now being formulated as a logical adjunct to the new MBO format and content.

(*) (On specific duties No. 5 and 6, there is so little content or substance associated with these duties as to make a Letter Rating meaningless. The Narcotics target in Nicaragua is practically non-existent and there is no current need for technical operations to support approved operational activities. The duties are listed only because they were included in the LOI.)

DUTY NO. 1

Responsible for the operational program against the communist and extremist target, this officer handles three agents and a contract agent in a highly proficient manner.

(See Attached Sheet)

| SECTION D | CERTIFICATION AND COMMENTS | |
|---|---|---|
| 1. | BY EMPLOYEE | |
| I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | | |
| DATE | SIGNATURE OF EMPLOYEE | |
| 2. | BY SUPERVISOR | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION<br>14 | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
| DATE<br>7 August 1975 | OFFICIAL TITLE OF SUPERVISOR<br>Chief of Station | TYPED OR PRINTED NAME AND SIGNATURE |
| 3. | BY REVIEWING OFFICIAL | |

COMMENTS OF REVIEWING OFFICIAL

The assessment given above of Mr. Piccolo's performance seems to be well-balanced and generally fair. His performance as described fits with my knowledge of it. It should be noted that it is very difficult to establish much of an operational record in Managua because of the lack of intelligence targets and the low level of community interest in developments in Nicaragua. It is to his credit that Mr. Piccolo was able to recruit in the only target available--the terrorist FSLN.

Mr. Piccolo is poised and quiet in demeanor. He is a reliable, dependable officer of good judgment.

I agree with the rater that Mr. Piccolo should be given the opportunity to do something different. A rotational tour to another DDO component would probably be very helpful to his overall development and motivation at this time. I concur in the overall assessment of his performance as "Strong."

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 9 December 1975 | Deputy Chief, LA Division | Ray[illegible] A. Warren |

I certify that I have seen [illegible] entries in this report.

CONFIDENTIAL

18 DEC 75

SECTION C NARRATIVE COMMENTS

He handles a contract agent who, in turn, handles a low level penetration of the orthodox communist party. This marginal asset is kept on the payroll at a modicum cost for the purpose of filling gaps, and for spotting, until better coverage can be developed. The contract agent, whose administration is almost identical to that required for a NOC, also produces information on the extremist target through his marital connections.

Also handled under Duty No. 1 is a high level member of a legal political party of socialist persuasion, which has traditionally demonstrated a propensity for cooperation with the communists and/or extremists in Nicaragua. This paid agent produced twenty eight intelligence reports with a Value Quotient (VQ) average of 4.07 over this period. This agent, handled directly, requires and receives close and alert guidance. He has provided valuable spotting information, which the Case Officer has followed up, accomplishing the full cycle of assessment, development and successful recruitment of a member of the communist youth organization, who will be targetted against both the communist youth, the orthdox party, and hopefully, into the FSLN (terrorist organization.)

Acting upon a lead from ERHATCHET-2, a former media asset, this Officer also contacted, assessed, developed and recruited a student who was formerly with the Revolutionary Students Front (FER-support arm of the FSLN terrorist organization.) This asset is being targetted against the FER and FSLN.

Considering the paucity of leads available on the elusive but important FSLN target, (a Priority 1 Objective of the Station), these two recent recruitments are judged to be very significant achievements, attributable to this Officer's language fluency, sincerity, experience and style, which makes it all look easier than it really is.

Subject has been criticized in his last two Fitness Reports for not developing new assets into the key target area (terrorists). It is important, therefore, to recognize his efforts and achievements now, as detailed above. He had never been a strong recruiter, but had always been an above-average agent handler who could extract more information and services

NARRATIVE COMMENTS (Continued)

from agents than most Case Officers. His two new recruitments represent the Station's most promising propects against the FSLN in the long history of FSLN operations in Nicaragua. It is suggested that this Officer's contribution of only two recruitments (at the very end of his tour of duty) could well be more meaningful and productive than the efforts of a super-salesman whose acquisitions later prove to be marginal or useless.

DUTY NO. 2

Subject conducts Station liaison at the working level with two contacts. His main job is the maintenance of the relationship, an effort handicapped by political considerations which oblige him to take but never give, to cancel scheduled training, and to maintain a low profile. Nevertheless, he does manage to extract information of interest on the terrorist and political targets, and the relationship does provide him with access to certain military officers who are being assessed and developed. Additionally, this Officer shares the task with the COS of conducting liaison at the policy level, an even more difficult, and less productive effort. Subject's warm and winning personality and extensive experience are key factors in his ability to maintain the relationship at all, which results in clear net gain to the Organization.

DUTY NO. 3

Subject has done exceedingly well in the development and cultivation of ERLANK-1 for gradual recruitment as an agent of influence. PRQ Parts I and II have been submitted, and ERLANK-1 is responding to Subject's overtures of friendship. ERLANK-1 has agreed to a turn-over, and this was accomplished very recently.

DUTY NO. 4

In this very small Station, the DCOS function is not a critical one, but when obliged to exercise his authority in this

NARRATIVE COMMENTS (Continued)

function, Subject has done very well. More importantly, in his several stints as ACOS (during COS illness which required hospitalization and medical consultations out of country), Subject really shone in his performance. He was obliged to deal with the most difficult Ambassador ever encountered by this rater, and represented and protected Station interests with skill and dignity.

Subject requires little supervision, by virtue of his thorough knowledge and extensive experience in practically every aspect of the mechanics of clandestine operations in Latin America. His avocation is "Administration", in the full sense of the word, and he administers his work load impeccably. The assignment just completed was his first command job, and he has acquired the additional managerial skills necessary for him to progress in his career. There is no question of his additional potential, and it is natural to envision him as a Deputy Chief of Station at a larger Latin American Station, or, better, as a Chief of Base in his next field assignment. He is above average in security and cost-consciousness. He is fluent not only in Spanish, but also in Portuguese, and more importantly, in human relations. He can establish rapport with people at all levels of society.

His personality is a pleasant one. He is low-keyed, soft-spoken, sincere and methodical and establishes natural excellent rapport with his co-workers, both subordinate and superior. While easy to get along with, he still knows how to effectively administer training, guidance, advice and discipline to his subordinates without alienating them. This rater has gotten on well with Subject. His experience, self-confidence and directness are such, however, that he might well be difficult to supervise if there were any kind of personality clash involved. In sum he knows what he is doing, and would be inclined to resent and resist advice or guidance which he might judge as unsound. While some might consider the trait a shortcoming, this rater considers it a strength, overall.

NARRATIVE COMMENTS (Continued)

If forced to search for a deficiency in his performance over the past fourteen months under my supervision, it would be necessary to point to a weak showing in operational and representational entertaining. In the former category, particularly, he could have spent more of his weekend and night hours with Liaison/Military and other contacts for developmental purposes. In his regular work hours, however, which included some nights and weekends, he was more than gainfully employed in the accomplishment of his assigned duties. He is not a clock-watcher, but stays with the Liaison, and agent meetings, as well as with the paperwork until they are completed.

This Officer is the victim of personnel requirements, which has resulted in an Organizational failure to challenge his talents and ingenuity. His re-assignment to the Cuban Operations Section next, for example, will be his fifth assignment in that area in 15 years. It is recommended that he obtain rotational experience in another geographical or functional area, to broaden him.

CONFIDENTIAL
CLASSIFICATION

# FITNESS REPORT

## SECTION A — GENERAL INFORMATION

| 1. EMPLOYEE NUMBER | 2. NAME (Last, first, middle) | 3. DATE OF BIRTH | 4. SEX | 5. GRADE | 6. SD |
|---|---|---|---|---|---|
| 025658 | Piccolo, Joseph S. | 1935 | M | 13 | D |

| 7. OFFICIAL POSITION TITLE | 8. OFF. DIV. BR. OF ASSIGNMENT | 9. CURRENT STATION | 10. CODE (ck one) |
|---|---|---|---|
| Ops Officer -- DCOS | DDO/LA/CAM | Managua | HQS. [X] OF |

11. TYPE OF APPOINTMENT: XX CAREER | RESERVE | CONTRACT | OTHER (Spec.) | TEMPORARY

12. TYPE OF REPORT: XX ANNUAL | REASSIGNMENT | SPECIAL

| 13. REPORTING PERIOD (from-to-) | 14. DATE REPORT DUE IN O.P. |
|---|---|
| 6 June 1974 - 30 September 1974 | ASAP |

## SECTION B — QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

## SECTION C — PERFORMANCE EVALUATION

- U—Unsatisfactory: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.
- M—Marginal: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.
- P—Proficient: Performance is satisfactory. Desired results are being produced in the manner expected.
- S—Strong: Performance is characterized by exceptional proficiency.
- O—Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| SPECIFIC DUTY | RATING LETTER |
|---|---|
| SPECIFIC DUTY NO. 1 — See attached Cable in Lieu of Fitness Report. | |
| SPECIFIC DUTY NO. 2 | |
| SPECIFIC DUTY NO. 3 | |
| SPECIFIC DUTY NO. 4 | |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

FORM 45

CLASSIFICATION
CONFIDENTIAL

E2 IMPDET CL BY 007034

CONFIDENTIAL
CLASSIFICATION

## SECTION D — NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

See attached Cable in Lieu of Fitness Report

## SECTION E — CERTIFICATION AND COMMENTS

### 1. BY SUPERVISOR

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 20 January 1975 | Chief of Station | /s/ Raymond J. Swider |

### 2. BY EMPLOYEE

| STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| HAVE ATTACHED [ ] XX HAVE NOT ATTACHED | 20 January 1975 | /s/ Joseph Piccolo |

### 3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

See Attached

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 05 February 75 | DC/LA Division | /s/ Raymond A. Warren |

### 4. BY EMPLOYEE

| I CERTIFY THAT I HAVE SEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT | DATE | SIGNATURE OF EMPLOYEE |
|---|---|---|
| | 20 February 1975 | /s/ Joseph S. Piccolo |

CLASSIFICATION
CONFIDENTIAL

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S E C R E T 211330Z JAN 75 STAFF

CITE MANAGUA 11575 SECTION 1 OF 2

TO: DIRECTOR,

ADMIN PERS

RYBAT

*CABLE SEC SUGGESTS DISSEM TO: 40P
IF DESIRED, SEND FORM 1604 TO CABLE SEC.

REF: DIRECTOR 644201.

1. FOLLOWING IS SUBMITTED PER REFERENCE. SECTION "B":

SPECIFIC DUTY NUMBER ONE: STATION OFFICER RESPONSIBLE FOR OPERATIONAL PROGRAM DIRECTED AGAINST COMMUNIST, TERRORISTS AND POLITICAL LEFT. RATING LETTER "S";

SPECIFIC DUTY NUMBER TWO: STATION LIAISON OFFICER. RATING LETTER "S";

SPECIFIC DUTY NUMBER THREE: MANAGES UNILATERAL PENETRATION OF SECURITY SERVICE. RATING LETTER "S";

SPECIFIC DUTY NUMBER FOUR: SUPERVISES CONTRACT AGENT WHO HANDLES PENETRATION OF COMMUNIST PARTY AND SPOTTER/ASSESSER OF POTENTIAL TERRORIST MOVEMENT PENETRATION ASSETS. RATING LETTER "P";

Piccolo

SPECIFIC DUTY NUMBER FIVE: DCOS, SUPERVISING ONE CLERICAL, ONE CONTRACT AND TWO COMMUNICATORS AND ACTING OFFICER

SECRET

14-00000

7.71 MPG 3/74

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T 724290   EIA353   PAGE 02   IN 471163

TOR:2114322 JAN 75   MANA 11575

IN CHARGE IN ABSENCE OF COS. RATING LETTER "S". OVERALL RATING LETTER "S".

2. SECTION "C" NARRATIVE COMMENTS FOLLOW:

(1) IN HIS CAPACITY AS THE STATION OFFICER RESPONSIBLE FOR OPERATIONS AGAINST THE COMMUNIST AND POLITICAL LEFT AND INDIGENOUS TERRORIST MOVEMENT, SUBJECT HAS PERFORMED VERY WELL ALTHOUGH NOT YET SUCCESSFUL IN EFFECTING ADDITIONAL PENETRATIONS. RECRUITMENT NOT HIS STRONGEST POINT. ADDITIONALLY, HE WAS BURDENED WITH TOO MUCH AND TOO DIVERSIFIED A WORKLOAD. THIS OFFICER WILL RECEIVE A NEW LETTER OF INSTRUCTION SHORTLY, REFLECTING THE SUDDEN AND URGENT NEED OF SUCCESSFUL EFFORTS AGAINST THE LOCAL TERRORIST GROUP WHICH HAS EMERGED AS REAL THREAT TO PHYSICAL SECURITY OF OFFICIAL PERSONNEL AND TO POLITICAL STABILITY OF NICARAGUA. HIS HANDLING OF ESTABLISHED ASSETS IN THIS FIELD HAS RESULTED, OVER THE PAST SIX MONTHS, TREBLING THE INTELLIGENCE REPORTING OVER THE PREVIOUS SIX MONTH PERIOD. AN ADJUNCT TO THESE DUTIES IS THE HANDLING OF ONE U.S. CONTRACT AGENT WHO HANDLES A PENETRATION OF THE CRTHOCOA COMMUNIST PARTY. THIS CONTRACT AGENT

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T 724290 EIA353 PAGE 03 IN 471163

TOR:2114322 JAN 75 MANA 11575

ABSORBS MORE OF THE CASE OFFICERS TIME THAN HE MERITS, AND THIS IS ATTRIBUTABLE TO UNFORTUNATE LACK OF NATURAL APTITUDE ON PART OF THIS PARTICULAR CONTRACT AGENT. ADJUSTMENTS WILL BE MADE TO MAKE BETTER USE OF CASE OFFICER TIME.

(2) AS STATION LIAISON OFFICER, HE PERFORMS IN AN EXTREMELY STRONG MANNER, USING HIS WINNING WAYS WITH THE NICARAGUAN INTELLIGENCE OFFICERS TO EXTRACT, ON CONTINUING BASIS, NET GAIN FOR OUR MISSION. THE CHIEF OF THE SERVICE IS ESPECIALLY FOND OF THE OFFICER AND BECAUSE OF THE FRIENDSHIP OCCASIONALLY VOLUNTEERS TIDBITS OF INFORMATION WHICH ARE TECHNICALLY STILL UNRELEASABLE STATE SECRETS. TRECKLER IS NOW IN THE PROCESS OF ATTEMPTING TO REDIRECT LIAISON EFFORTS TOWARDS BETTER AND INCREASED COVERAGE OF THE COMMUNIST AND TERRORIST TARGETS, WHILE WALKING THAT TIGHTROPE OF AVOIDING AGENCY COMMITMENT TO ANY NEW LARGE EXPENDITURES OF RESOURCES. WITHIN THE LIAISON CONTEXT, HE HANDLES THE UNILATERAL PENETRATION OF THE SECURITY SERVICE, WHO COMPLEMENTS STATION COVERAGE OF THE LOCAL SUBVERSIVE

FORM [illegible]
771 MG 3/74

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T 724290 EIA353 PAGE 04 IN 471163

TOR1211432Z JAN 75 MANA 11575

SCENE WITH VITAL INFORMATION CURRENTLY NOT AVAILABRL FROM ANY OTHER SOURCE, THIS ACTIVITY TAKES MUCH LATE HOUR EFFORT TO ENSURE GOOD OPERATIONAL SECURITY, WHICH SUBJECT PERFORMS FAITHFULLY TO HIGH STANDARDS AND WITH GOOD CHEER,

(3) DCOS AND OCCASIONAL ACOS, SUPERVISING ONE CLERICAL, ONE CONTRACT AND TWO COMMUNICATORS, SUBJECT SHOWS MUCH STRENGTH AND POTENTIAL FOR INCREASED RESPONSIBILITY IN THE FUTURE, HIS LOW KEY AND DELIBERATE SPEECH AND BODY MOVEMENTS ARE MOST DECEPTIVE, HE IS, IN FACT,



SELF CONFIDENT, PLEASANT, AND FIRM BUT COMPASSIONATE WITH SUBORDINATES, AS ACOS HE DOES AN EXCELLENT JOB OF DEALING WITH THE MOST DIFFICULT AMBASSADOR EVER ENCOUNTERED BY THE RATER,

(4) IN THE SEVEN AND A HALF MONTHS IN WHICH THE OFFICER HAS BEEN UNDER MY SUPERVISION, HE HAS ALWAYS IMPRESSED WITH THE DEPTH OF HIS KNOWLEDGE OF THE FUNCTION AND MISSION OF A FIELD STATION, HE IS A "NATURAL" FIELD INTELLIGENCE OFFICER, HIGHLY FLEXIBLE, HARD WORKING

4-71 MHG 3/74

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T 724290 EIA353 PAGE 05 IN 471163

TOR:2114322 JAN 75 MANA 11575

AND WITH THE INVALUABLE ABILITY TO GET ALONG WITH A WIDE VARIETY OF PEOPLE AT ALL SOCIAL AND EDUCATIONAL LEVELS, FROM THE PRESIDENT OF THE COUNTRY TO THE MOST ILLITERATE OF NICARAGUANS. UPON ARRIVING AT THE STATION FIFTEEN MONTHS AGO, IN THE WAKE OF THE DISASTROUS EARTHQUAKE, HE SET ABOUT TO INSTITUTE SOME SEMBLANCE OF SECURITY OVER STATION DOCUMENTS, ESTABLISHED A SECURE PAPER FLOW ROUTINE, SET UP MISSING FILES AND SUGGESTED MANY NEW OFFICE PROCEDURES WHICH HAVE CONTINUED TO THE PRESENT. WHEN THE STATION WAS BURDENED WITH A PERSONNEL SITUATION IN WHICH THE STATION FINANCES, LOGISTICS AND SUPPORT WERE NOT BEING HANDLED COMPETENTLY, SUBJECT STEPPED IN QUIETLY AND ENSURED THAT THESE ESSENTIAL DUTIES WERE BEING PERFORMED TO ACCEPTABLE STANDARDS. THAT BURDEN LASTED FOR A YEAR BUT HE NEVER COMPLAINED OR RECEIVED RECOGNITION. HE IS REMARKABLE IN THAT HE KNOWS ALMOST EVERY ASPECT OF EACH FIELD STATION JOB, BY VIRTUE OF HAVING DONE THEM PROFESSIONALLY HIMSELF IN THE PAST. HE HAS SERVED AS A FILE CLERK, AN INTELLIGENCE ASSISTANT AND CASE OFFICER. NOW,

S E C R E T

7-71 MPG 3 74

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T 724298 EIA353 PAGE 06-08 IN 471163

TOR:211432Z JAN 75 MANA 11575

AT THIRTY NINE YEARS OF AGE, HE STANDS IN MY OPINION, HEAD AND SHOULDERS ABOVE HIS GRADE PEERS IN EXPERIENCE, MATURITY, RELIABILITY, DEPENDABILITY AND UNFAILINGLY GOOD COMMON SENSE, HIS 17 YEARS OF SERVICE IN THE ORGANIZATION, 10 OF THEM ABROAD, HAVE RESULTED IN HIS FORMATION AS JA UNUSUALLY VERSATILE, HIGHLY KNOWLEDGE-ABLE AND COMPLETELY PROFESSIONAL OPERATIONS OFFICER. HIS OPERATIONAL EXPERIENCE OVER THE YEARS HAS RUN THE GAMUT FROM RUNNING ACCESS AGENTS, THIRD COUNTRY DENIED AREA OPERATIONS, DOUBLE AGENT OPERATIONS, C.P. PENETRATION

S E C R E T

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T 724275 EIA340 PAGE ~~01~~ IN 4711~~55~~ 63

TOR:2114272 JAN 75 MANA 11575

S E C R E T 211332Z JAN 75 STAFF

CITE MANAGUA 11575 FINAL SECTION OF 2

TO: DIRECTOR,

ADMIN PERS

RYBAT

PROGRAMS TO HIS CURRENT DUTIES, AND INCLUDE EXTENSIVE SUCCESSFUL MANAGEMENT OF NOC'S, HE IS ABOVE AVERAGE IN HIS COST-AND SECURITY-CONSCIOUSNESS, KEEPS EXCELLENT RECORDS, SPEAKS FLUENT SPANISH AND IS A VALUABLE MEMBER OF THE EMBASSY TEAM.

(5) THE RATER APPRECIATES THE ROCK-SOLID RELIABILITY OF THIS OFFICER, CONSIDERS HIM TO BE AN IDEAL DEPUTY CHIEF OF STATION, AND WOULD GLADLY SERVE AGAIN WITH HIM IN ANY CAPACITY AT ANY TIME. IN VIEW OF HIS PERFORMANCE, ABILITY, PROFOUND CONCEPT OF STATION FUNCTION PLUS CONTINUED POTENTIAL FOR ADVANCEMENT, HE SHOULD BE GIVEN SERIOUS CONSIDERATION FOR ADVANCEMENT TO THE NEXT GRADE, AT THE NEXT APPROPRIATE OPPORTUNITY.

3. SUBJECT HAS SEEN AND SIGNED ABOVE ON 20 JANUARY 1975. E2, IMPDET.

SECRET

14-00000

SECRET

5 February 1975

COMMENTS OF REVIEWING OFFICIAL:

Subject: Joseph S. Piccolo
6 June 1974 - 30 September 1974

I concur in the above assessment. As indicated above Mr. Piccolo is a quiet officer but at the same time solid and dependable.

Raymond A. Warren
Deputy Chief
Latin America Division

E2 IMPDET
CL BY 009560

SECRET

CONFIDENTIAL

# FITNESS REPORT

NOTE: Supervisor or Reviewing Official may assign a higher classification if CONFIDENTIAL is not adequate for the report when completed.

## SECTION A. GENERAL INFORMATION

| 1. EMPLOYEE NUMBER | 2. NAME (last, first, middle) | 3. DATE OF BIRTH | 4. SEX | 5. GRADE | 6. SD |
|---|---|---|---|---|---|
| 025658 | Piccolo, Joseph S. | 1935 | M | GS-13 | D |

| 7. OFFICIAL POSITION TITLE | 8. OFF/DIV/BR OF ASSIGNMENT | 9. CURRENT STATION |
|---|---|---|
| Ops Officer-DCOS | DDO/WH/2 | Managua |

10. TYPE OF APPOINTMENT: XX CAREER / CAREER PROVISIONAL / RESERVE / CONTRACT / SPECIAL / TEMPORARY

11. TYPE OF REPORT: ANNUAL / 2 1-MONTH / 30-MONTH / X REASSIGNMENT / Of Supervisor / SPECIAL

12. REPORTING PERIOD (From-to-): 20 Sept 1973-5 June 1974

13. DATE REPORT DUE IN O.P.: N/A

## SECTION B PERFORMANCE EVALUATION

U—Unsatisfactory: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

M—Marginal: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.

P—Proficient: Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong: Performance is characterized by exceptional proficiency.

O—Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Acting COS Duties. Supervises tw clerical, one NOC officer and tw communicators (DA 12) | S |
| SPECIFIC DUTY NO. 2: Station operations officer with direct agent handling responsibilities for Communist Party and related targets (DF 62) | S |
| SPECIFIC DUTY NO. 3: Liaison Officer | S |
| SPECIFIC DUTY NO. 4: Station operations officer for operations directed against the Narcotics target | P |
| SPECIFIC DUTY NO. 5: Operations Officer handling a sensitive liaison penetration operation (DI 13) | P |
| SPECIFIC DUTY NO. 6: | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. 10

RATING LETTER: S

FORM 5-73 45N

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E2 IMPDET CL BY 007622

**SECTION C — NARRATIVE COMMENTS**

*Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.*

(The following is directly keyed to Subject's "Letter of Instructions")

As ACOS he has demonstrated a thorough understanding of Agency policies and regulations. He works well with those he supervises and has exhibited unusual patience while diligently instructing and correcting employees. During my absences, he has worked well with Senior members of the Embassy and has been accepted by Embassy and Station personnel alike as a mature, sensible and experienced officer.

As Liaison Officer for the Station, hehas done an excellent job of improving the effectiveness of the "Special Unit"by offerring his expertise, imppoving their physical working conditions and convincing them to expand their horizons. The unit appears to be responding well to his leadership and should prove more productive in the future.

His handling of a sensitive unilateral contact in Liaison has resulted in obtaining what information the contact is willing to disclose. Although categorized as a penetration, the operation is more that of a contact who is willing to provide inside information to clarify certain situations and events rather than an agressive penetration seeking all that lies behind the scenes. This is a principal liaison contact with whom a good working relationship must be maintained and such a relationship does exist.

He has made very little progress in operations against the Narcotics target. Subject inherited very little in sources and has not developed any new prospects. (Continued)

**SECTION D — CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 4 June 1974 | /s/ Joseph Piccolo |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION |
|---|---|
| 8 | |

| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 4 June 1974 | COS | /s/ George Fill |

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

This seems to be a fair report which rates Subject about the same way that I would, based on my understanding of his performance. Subject is a mature and competent officer who does a fine job of handling existing operations and administrative tasks but has not been very aggressive in developmental work. The sleepy tropical atmosphere of Managua may not be very inspiring operationally, but new business is needed and Subject is believed to be capable of turning in a stronger performance in that area. He has the potential for further career advancement.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 3 July 1974 | Deputy Chief, WH Division | [illegible] A. Warren |

EMPLOYEE NUMBER: 25658

Section C - Narrative Comments (Continued)

Subject's performance is strong in handling the present unilateral sources directed against the internal domestic target. Specifically, he has a thorough understanding and knowledge of the Christian Socialist and Communist Parties. Subject, however, has not made an effort to develop new potential sources.

In summation, it is clear that Subject has the background, experience and knowledge to perform the tasks in an outstanding manner. Some of these tasks, those that interest him most, he does very well now. Others, that he has determined are not of sufficient value or interest, he disregards. Where Subject must take steps to improve is in his overall attitude towards work to be accomplished. This being a very small station can be a handicap to an officer who must work harder to produce the little intelligence of interest that is available. Subject must spend more of his free time among the local community in an attempt to expand his contacts, contacts that could result in the development and recruitment of new sources.

Subject is well liked and accepted by the American Community. He and his wife entertain well and his good command of the local language makes him a strong member on this very small team.

Subject keeps excellent records and has done much to improve the records management of the Station. He is careful with organizational funds and his bookeeping is consistently up to date.

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| FITNESS REPORT | NOTE: Supervisor or Reviewing Official may assign a higher classification if CONFIDENTIAL is not adequate for the report when completed. |
|---|---|

**SECTION A. GENERAL INFORMATION**

| 1. EMPLOYEE NUMBER | 2. NAME (last, first, middle) | 3. DATE OF BIRTH | 4. SEX | 5. GRADE | 6. SD |
|---|---|---|---|---|---|
| 025658 | Piccolo, Joseph S. | 8 Dec 35 | M | GS-13 | D |

| 7. OFFICIAL POSITION TITLE | 8. OFF/DIV/BR OF ASSIGNMENT | 9. CURRENT STATION |
|---|---|---|
| Ops Officer | DDO/wh/5 | Rio de Janeiro |

10. TYPE OF APPOINTMENT: CAREER / CAREER PROVISIONAL / RESERVE / CONTRACT / SPECIAL / TEMPORARY

11. TYPE OF REPORT: ANNUAL / 21-MONTH / 30-MONTH / REASSIGNMENT / X SPECIAL

12. REPORTING PERIOD (From-to-): 1 Aug 72 - 12 July 73

13. DATE REPORT DUE IN O.P.:

**SECTION B PERFORMANCE EVALUATION**

U-Unsatisfactory: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

M-Marginal: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.

P-Proficient: Performance is satisfactory. Desired results are being produced in the manner expected.

S-Strong: Performance is characterized by exceptional proficiency.

O-Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

**SPECIFIC DUTIES**

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: As Deputy Chief of Base, sharing in supervision of the whole Base (including direct supervision of two NOC's) and serving as acting Base Chief during the COB's absence. | S |
| SPECIFIC DUTY NO. 2: Serving as senior FI/CI case officer for the Base and as consultant on ALSOBER/ALPALOOKA matters for other Bases and Station. | O |
| SPECIFIC DUTY NO. 3: Providing informal guidance to the case officers concerning operational and other related problems. | O |
| SPECIFIC DUTY NO. 4: Development of new operations: spotting, selection, development and recruitment of new assets. | P |
| SPECIFIC DUTY NO. 5: Operational and intelligence reporting and correspondence. | S |
| SPECIFIC DUTY NO. 6: | |

**OVERALL PERFORMANCE IN CURRENT POSITION**

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: [illegible]

FORM 45N

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SECTION C — NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Subject is an exceptionally responsible and mature officer who also combines with these virtues outstanding ability in the fine tuning, analysis and direction of highly complex human cases. During the period under review he handled a most complex and delicate exploitation and termination of a high level ALSOBER penetration with CKPOLAR ramifications with a substantial degree of success. He has also served, in his capacity as deputy base chief, as counsellor and provider of guidance to case officers concerning virtually all of the Base's operations and particularly the more complex and difficult agent cases. His unusually keen intuition and perceptiveness have consistently helped the Base to avoid pitfalls and recognize important but obscure operational factors. His operational judgement is extremely sound.

During the period under review Subject has had an opportunity to demonstrate his ability as a supervisor and the results have been impressive. He is naturally careful and thoughtful as well as objective in his dealings with people and he adds elements of sensibility and sympathy as well which enable him to get good responses and inspire confidence. Case officers and other personnel tend to gravitate to him naturally seeking help and guidance and he gives of himself generously in these situations. He has shown excellent leadership potential also during the occasions on which he has taken over as acting base chief and has not been afraid to take

SECTION D — CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 9 July 73 | /s/ Joseph Piccolo |

2. BY SUPERVISOR

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION |
|---|---|
| | |

| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 9 July 73 | Chief of Base | /s/ David B. McGrath |

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I concur in this excellent rating in all respects. The performance of this fine officer has been superior. He played a crucial role at the Base. He is a strong considerate supervisor with potential for growth. The failure to get out on the street and recruit during the past year (I am not familiar with previous experience) can be partly attributed to immersion in the complex, time consuming surfacing/disposal case, but must also be attributed partly to his personality (or at least his mood at that stage of his tour). Subject is perhaps more comfortable, or seemed to be during the rating period, handling going agents (indigenous and NOC's) which he does superbly, (continued)

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 9 July 73 | COS | /s/ Wilfred Kopolowitz |

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new initiatives during these occasions, after due thought and consultation, if he thought they were warranted. And he has been an excellent judge of men (and women) and their quality. In his dealings with LNFALL, its various LNBUZZ agencies and their directors he has held up the Base's interests and image well while seeking fair and practical answers and solutions. He has a good sense of economy in monetary as well as other affairs. As he becomes more senior and more exclusively a supervisor and executive he should become more and more effective.

Subject is an excellent operational manager and agent handler who gets the best out of his assets. He is probably not so strong as an operational starter and developer and this appears to be due in part to an instinct to avoid exposure and eschew the glad hand. On the other hand, he has undertaken two rather difficult developmental operations starting from scratch during the past six months and has at least proven that he can do this kind of work when it is necessary. In both these cases he may have tried to move too fast in order to reach recruitment point before his departure but this is understandable. His written work is well conceived and conscientious and perhaps even somewhat above average for case officers of his grade and experience. Like most BKHERALD officers, however, he does not take sufficient pains to achieve simple, clear, forceful expression with the result that, while his best efforts are effective his second best is apt to result in lack of organization and clarity. He should work on this - a suggestion might be that he practice avoiding metaphors and adopt a straight declarative sentence style.

In conclusion, Subject's performance has been first class in the most important respects and his relatively minor weaknesses are not incurable. He should have an excellent future as a senior case officer and supervisor, particularly if he attacks and cures these weaknesses. His overall performance in his present tour has been very strong indeed.

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FITNESS REPORT CONTINUATION SHEET

Section D - 3

Comments by Reviewing Official

plotting operational strategy (another very strong point), advising less experienced officers (he demonstrated considerable talent here) than he is going after new assets. Subject clearly has the brains, the poise, the empathy and the all-around appeal to do so. There is no doubt about his being able to devise and execute sound recruitment scenarios and pitches. He did not, however, get to the "critical" point during this past year and he understood the priority which Division and Station management was attaching to new recruitments. Subject more than earned the promotion to GS-13 recently accorded. In my judgment he should be given the opportunity to move quickly to the next higher grade. In many aspects of the Base/Station mission he has already demonstrated to my satisfaction that he has the ability to become a valued senior officer of our organization. At an appropriate point he should be a candidate for senior school training.

CONFIDENTIAL

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| Piccolo, Joseph S. | 8 Dec 35 | M | GS-12 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Operations Officer | DDP/WH/5 | Rio de Janeiro |

| 9. CHECK (X) TYPE OF APPOINTMENT | 10. CHECK (X) TYPE OF REPORT |
|---|---|
| CAREER / RESERVE / TEMPORARY | INITIAL / REASSIGNMENT SUPERVISOR |
| CAREER-PROVISIONAL (See instructions - Section C) | X ANNUAL / REASSIGNMENT EMPLOYEE |
| SPECIAL (Specify): | SPECIAL (Specify): |

| 11. DATE REPORT DUE IN O.P. | 12. REPORTING PERIOD (From- to-) |
|---|---|
| | 1 August 1971 - 31 July 1972 |

## SECTION B — PERFORMANCE EVALUATION

| | |
|---|---|
| U-Unsatisfactory | Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. |
| M-Marginal | Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described. |
| P-Proficient | Performance is satisfactory. Desired results are being produced in the manner expected. |
| S-Strong | Performance is characterized by exceptional proficiency. |
| O-Outstanding | Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition. |

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Senior FI officer with supervisory responsibilities over two outside case officers. | S |
| SPECIFIC DUTY NO. 2: Station CP officer with coordinating responsibilities over Station and Base activities and direct agent handling functions against CP and related targets. | S |
| SPECIFIC DUTY NO. 3: Case officer for several sensitive, complex, high level penetrations of various high priority targets. | S |
| SPECIFIC DUTY NO. 4 | |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

23 AUG 1972

### OVERALL PERFORMANCE IN CURRENT POSITION

| | Rating Letter |
|---|---|
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | S |

SECRET

**SECTION C** — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Subject continues to be one of the strongest officers in the Base and will undoubtedly be a solid line backer and number three officer under the new staffing pattern. His judgment is considered and sound, his operational savvy, experience and talent invaluable. His supervisory functions have changed somewhat since last evaluation, and he now handles two active NOC officers (rather than one NOC and one inside case officer) who in turn handle a variety of operations including government as well ~~as CP~~ and terrorist penetration. As we have noted in past fitness reports, he is an intelligent supervisor with a capability for lighting fires under his charges when necessary. His thorough knowledge and understanding of the ALSOBER and ALPALOOKA fields has earned him the respect of all his colleagues.

Like the rest of us, he is not perfect, of course. His performance over the past year has been less strong on the operational development side and he should shift some of the emphasis of his efforts in this direction in order to achieve a better balanced performance. This will not be easy because at present he is unavoidably saddled with some serious and complex operational problems (not of his own making) and the demands of his NOC supervision are heavy. However, he is capable of adjusting his time and putting out the necessary effort and we have

(CONTINUED)

**SECTION D** — **CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 2 Aug 1972 | /s/ Joseph S. Piccolo |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| 13 | | |
| **DATE** | **OFFICIAL TITLE OF SUPERVISOR** | **TYPED OR PRINTED NAME AND SIGNATURE** |
| 2 Aug 1972 | Chief of Base | /s/ David B. McGrath |

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

The rating of Strong is deserved. This is a really fine officer, very cerebral, experienced and skilled in the basic craft of our business, linguistically talented, toughminded and agressive in agent handling and exploitation. His lack of development/recruitment activity during the reporting period reflects to some degree a deliberate decision to keep a low profile in the Mission and in the city due to the particularly sensitive nature of ongoing projects handled. This still applies to some degree but we all now agree that during the remaining months of his tour an effort can be made to exploit this officer's considerable talents in the crucial area of creating new assets. I strongly endorse the recommendation for promotion.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 2 Aug 1972 | Chief of Station | /s/ W. D. Koplowitz |

SECRET

SECTION C - NARRATIVE COMMENTS CONTINUED

no serious doubts that he will do this.

Subject was denied a promotion on the previous round, which represents, in our opinion a lack of recognition of his fine performance and potential. He deserves a promotion and his proper career development demands one.

14-00000

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| Piccolo, Joseph S. | 8 Dec 35 | M | GS-12 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Operations Officer | DDP/WH/5 | Rio de Janeiro |

9. CHECK (X) TYPE OF APPOINTMENT

| | | | |
|---|---|---|---|
| X | CAREER | RESERVE | TEMPORARY |
| | CAREER-PROVISIONAL (See instructions - Section C) | | |
| | SPECIAL (Specify): | | |

10. CHECK (X) TYPE OF REPORT

| | | | |
|---|---|---|---|
| | INITIAL | | REASSIGNMENT SUPERVISOR |
| X | ANNUAL | | REASSIGNMENT EMPLOYEE |
| X | SPECIAL (Specify): Promotion | | |

11. DATE REPORT DUE IN O.P.

12. REPORTING PERIOD (From- to-): 1 January 1971 - 3 November 1971

## SECTION B — PERFORMANCE EVALUATION

**U—Unsatisfactory** Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

**M—Marginal** Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.

**P—Proficient** Performance is satisfactory. Desired results are being produced in the manner expected.

**S—Strong** Performance is characterized by exceptional proficiency.

**O—Outstanding** Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Senior FI officer with supervisory responsibilities over one junior officer and one career agent. | S |
| SPECIFIC DUTY NO. 2: Station CP officer with coordinating responsibilities over Station and Base activities and direct agent handling functions against CP and related targets. | S |
| SPECIFIC DUTY NO. 3: Case officer for several sensitive, complex, high level penetrations of various high priority targets. | S |
| SPECIFIC DUTY NO. 4 | |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

24 NOV 1971

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

FORM 45 OBSOLETE PREVIOUS EDITIONS

SECRET

SECRET
(When Filled In)

**SECTION C** — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

NOV 24 9 03 AM '71

Subject is perhaps the most mature, dependable and competent case officer we have. He has excelled in the handling of intricate, sensitive penetration operations where the highest professional standards are demanded. He carries a very heavy work load lightly and is a prodigious contributor in both operational and information reporting. His performance as a supervisor has been characterized by conscientiousness, a good sense of detail, perceptiveness, fairness and firmness. He is at his best in practical situations, however complex and obscure, rather than in dealing with philosophical or theoretical problems but this is obviously more a matter of inclination than of intellect. He is highly respected and appreciated by all his colleagues and especially by this supervisor.

Subject is under grade for his performance, experience and responsibilities. He is of all the Base officers most deserving of a promotion. A separate recommendation to this effect is being forwarded.

**SECTION D** — **CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

*I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT*

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 3 Nov 1971 | /s/ Joseph S. Piccolo |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| | | |
| **DATE** | **OFFICIAL TITLE OF SUPERVISOR** | **TYPED OR PRINTED NAME AND SIGNATURE** |
| 3 Nov 1971 | Chief of Base | /s/ David McGrath |

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

The COS concurs emphatically with this well-written evaluation. The subject is vastly under-rated in JKLANCE, perhaps because of his quiet, unassuming personality. But he is a strong, very strong, officer. His ability to handle the most difficult detail should not detract from his overall capabilities. He is sound as a rock, and merits a promotion, which is recommended by the COS.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 3 Nov 1971 | Chief of Station | /s/ David A. Phillips |

SECRET

C-O-N-F-I-D-E-N-T-I-A-L

TRAINING REPORT

Weapons Training/Defensive Driving Course No. 12/72 4-8 October 1971
Date

TRAINEE: Piccolo, Joseph S. OFFICE: WH

PURPOSE AND SCOPE OF COURSE:

The course provides basic proficiency training in the use of weapons for self-defense and in the techniques of defensive driving to counter vehicular kidnaping for Agency officers being assigned to hostile or unstable political and operational environments abroad.

ACHIEVEMENT RECORD:

This is to certify that Mr. Piccolo has satisfactorily completed the prescribed course of instruction.

FOR THE DIRECTOR OF TRAINING:

Joseph M. Hudacek

JOSEPH M. HUDACEK
Chief, Special Activities Branch

12 October 1971
Date

C-O-N-F-I-D-E-N-T-I-A-L

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| Piccolo, Joseph S. | 12/08/35 | M | GS-12 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Ops Officer | DDP/WH/Branch 5 | Rio de Janeiro |

| 9. CHECK (X) TYPE OF APPOINTMENT | | 10. CHECK (X) TYPE OF REPORT | |
|---|---|---|---|
| CAREER / RESERVE / TEMPORARY | | INITIAL | REASSIGNMENT SUPERVISOR |
| CAREER-PROVISIONAL (See instructions - Section C) | XX | ANNUAL | REASSIGNMENT EMPLOYEE |
| SPECIAL (Specify): | | SPECIAL (Specify): | |

| 11. DATE REPORT DUE IN O.P. | 12. REPORTING PERIOD (From- to-) |
|---|---|
| | 23 June 1970 - 31 December 1970 |

## SECTION B — PERFORMANCE EVALUATION

| | |
|---|---|
| U—Unsatisfactory | Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. |
| M—Marginal | Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described. |
| P—Proficient | Performance is satisfactory. Desired results are being produced in the manner expected. |
| S—Strong | Performance is characterized by exceptional proficiency. |
| O—Outstanding | Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition. |

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Station FI Chief, supervising one officer directly, several on a part-time basis, and one outside staffer. | S |
| SPECIFIC DUTY NO. 2: Handles Station CP program; makes recruitment attempts, runs agents (including one of international importance). | S |
| SPECIFIC DUTY NO. 3: Coordinates FI/CP activities of the three Bases in Brazil. | S |
| SPECIFIC DUTY NO. 4: Handles funds and materials, and financial accountings. | S |
| SPECIFIC DUTY NO. 5: | |
| SPECIFIC DUTY NO. 6: 19 FEB 1971 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

| | Rating Letter |
|---|---|
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | S |

FORM 45 OBSOLETE PREVIOUS EDITIONS

SECRET

Reviewed by OP/SCD/PPB

SECRET
(When Filled In)

| SECTION C | NARRATIVE COMMENTS |
|---|---|

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Subject gets an "S" across the board for a solid performance.

This rating officer has worked with Subject on a number of assignments over the past ten years. During this time he has risen from a very junior position to his present grade and responsibility due to steady, solid performance oriented towards operations; i.e. he gets out into the street to practice what he has learned.

Only a few days before this report Subject was on-the-scene supervisor of a professionally conducted recruitment attempt. In such operations his experience against a hard target (PBRUMEN) has been evident.

Subject is a good manager of JKLANCERS, including one on his first overseas tour, and indigenous agents, including one of considerable international access. He makes them all work on target. Under his supervision one of the Station's moderately useful agents has successfully been moved into the extremely important terrorist area. Subject uses imagination in his day-by-day work (and handles Station JMROD assignments).

His handling of money and records and materials is impeccable.

Both Subject and his wife mix well with their colleagues, and (cont'd)

| SECTION D | CERTIFICATION AND COMMENTS | |
|---|---|---|
| 1. | BY EMPLOYEE | |
| | I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | |
| DATE<br>19 Jan. 1971 | SIGNATURE OF EMPLOYEE<br>/s/ Joseph S. Piccolo | |
| 2. | BY SUPERVISOR | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
| DATE<br>12 Jan. 1971 | OFFICIAL TITLE OF SUPERVISOR<br>COS | TYPED OR PRINTED NAME AND SIGNATURE<br>David A. Phillips |
| 3. | BY REVIEWING OFFICIAL | |
| COMMENTS OF REVIEWING OFFICIAL<br>I agree with the evaluating officer's comments and would like to cite for emphasis the high degree of professionalism which characterizes Subject's attitude and performance. | | |
| DATE<br>20 Jan. 1971 | OFFICIAL TITLE OF REVIEWING OFFICIAL<br>DCOS | TYPED OR PRINTED NAME AND SIGNATURE<br>David B. McGrath |

SECRET

14-00000

FITNESS REPORT - HOWARD A. TRECKLER

SECTION C (CONT'D)

enhance the LNCUFF image generally. Previously fluent in Spanish, Subject speaks Portuguese well after only a few months in Rio de Janeiro.

In short, Subject is a solid, professional officer, with his eye and his actions always on the target. He maintains his forward thrust within a framework of prudent judgment, and is maturely deliberate in deciding to take a risk. That's the name of the game.

It is requested that Subject's name be placed on the list of officers being considered for promotion.

Reviewed by OP SPD/PPB

| Date of Report | LANGUAGE TRAINING REPORT (SECRET) |
|---|---|
| 19 May 1970 | |

| Student Name: | Office: |
|---|---|
| PICCOLO, JOSEPH S. | WH |

| Course: | Inclusive Dates |
|---|---|
| PORTUGUESE FULL-TIME | 01/05/70-04/23/70 |

**Proficiency Level Before and After Training**

| | Before | After* |
|---|---|---|
| Speaking | -- | 2+ |
| Aural Comp. | -- | 2 |
| Read Comp. | -- | 2+ |

* Instructors Estimate vice Official Test

**Hours of Instruction**

Scheduled 4[illegible] Actual 2[illegible]

Absences 74

**LANGUAGE TRAINING AIMS AND EVALUATION CRITERIA**

The general aim of this course of study was to provide the student with a command of a foreign language in a skill and at the level set by the sponsoring office. Speaking, aural comprehension and reading comprehension, as required, were emphasized. Fluency and accuracy were given equal importance in training and in evaluation of the student. Cultural matters were covered only incidentally.

This student evaluation is based on (1) Instructor and Linguist observations; (2) regularly administered oral and written achievement tests; (3) a final comprehensive achievement examination. The achievement rating reflects only performance and achievement in the course and is conditioned by the length of time the student spent in training, achievement potential based upon his or her aptitude for language study and upon motivation. This rating should not be confused with the Proficiency Rating which is submitted separately on Form 1273, Certification of Language Proficiency.

**PROGRESS IN ACHIEVING COURSE AIMS**

(Overall progress in the course is shown as unsatisfactory, marginal, satisfactory, above average, superior when compared against established standards for such training).

| Speaking | Aural Comprehension | Reading Comprehension |
|---|---|---|
| ABOVE AVERAGE | ABOVE AVERAGE | ABOVE AVERAGE |

**PERFORMANCE EVALUATION**

This student, with no experience in Portuguese, held his own extremely well in a class with three other students, all of whom had had previous training in the language.

He did especially well in pronunciation and soon succeeded unusually well in eliminating any interference from Spanish. Because of his knowledge of Spanish, the student's ability to read and understand is greater than his ability to speak.

His mastery of the course material was very good. His oral use of the language was generally limited to short sentences. In longer sentences he had a tendency to get lost in mistakes of syntax. He was almost always aware of his mistakes and would correct them himself, at the completion of a sentence. He always responded well to correction.

The areas in grammar presenting problems were 1) use of the subjunctive 2) a tendency to overlook, or sidestep, idiomatic expressions 3) failure to

See reverse side for additional comment

[signature]
Instructor

For the Director of Training:

[signature]
Department Chief
Language School/OTR

SECRET

14-00000

use the preposition with certain verbs requiring the use of a preposition with dependent infinitives.

In my judgment, the student already has the ability to use the language effectively in basic, every-day situations. After a matter of months in the foreign environment he should be able to function effectively in all job-related situations. Because he was extremely diligent and conscientious, he would be an excellent candidate for further language training.

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658 658

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| [illegible], Joseph S. | 12/ [illegible] | M | GS-12 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| [illegible] Officer | DDP [illegible] Branch 6 | Rio de Janeiro |

9. CHECK (X) TYPE OF APPOINTMENT

| | |
|---|---|
| CAREER | RESERVE |
| TEMPORARY | |
| CAREER-PROVISIONAL (See instructions - Section C) | |
| SPECIAL (Specify): | |

10. CHECK (X) TYPE OF REPORT

| | |
|---|---|
| INITIAL | REASSIGNMENT SUPERVISOR |
| XX ANNUAL | REASSIGNMENT EMPLOYEE |
| SPECIAL (Specify): | |

11. DATE REPORT DUE IN O.P.

12. REPORTING PERIOD (From- to-): 22 June 1970 - 31 December 1970

## SECTION B — PERFORMANCE EVALUATION

| | |
|---|---|
| U-Unsatisfactory | Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. |
| M-Marginal | Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described. |
| P-Proficient | Performance is satisfactory. Desired results are being produced in the manner expected. |
| S-Strong | Performance is characterized by exceptional proficiency. |
| O-Outstanding | Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition. |

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Station FI Chief, supervising one officer directly, several on a part-time basis, and one outside staffer. | S |
| SPECIFIC DUTY NO. 2: Handles Station CP program; makes recruitment attempts, runs agents (including one of international importance). | S |
| SPECIFIC DUTY NO. 3: Coordinates FI/CP activities of the three Bases in Brazil. | S |
| SPECIFIC DUTY NO. 4: Handles funds and materials, and financial accountings. | S |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

| | Rating Letter |
|---|---|
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | S |

SECRET

**SECTION C** NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Subject gets an "S" across the board for a solid performance.

This rating officer has worked with Subject on a number of assignments over the past ten years. During this time he has risen from a very junior position to his present grade and responsibility due to steady, solid performance oriented towards operations; i.e. he gets out into the street to practice what he has learned.

Only a few days before this report Subject was on-the-scene supervisor of a professionally conducted recruitment attempt. In such operations his experience against a hard target (PBRUMEN) has been evident.

Subject is a good manager of JKLANCERS, including one on his first overseas tour, and indigenous agents, including one of considerable international access. He makes them all work on target. Under his supervision one of the Station's moderately useful agents has successfully been moved into the extremely important terrorist area. Subject uses imagination in his day-by-day work (and handles Station JMROD assignments).

His handling of money and records and materials is impeccable.

Both Subject and his wife mix well with their colleagues, and (cont'd)

**SECTION D** CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 19 Jan. 1971 | /s/ Joseph S. Piccolo |

2. BY SUPERVISOR

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 12 Jan. 1971 | COS | David A. Phillips |

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I agree with the evaluating officer's comments and would like to cite for emphasis the high degree of professionalism which characterizes Subject's attitude and performance.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 20 Jan. 1971 | DCOS | David B. McGrath |

SECRET

FITNESS REPORT - HOWARD A. TRECKLER

SECTION C (CONT'D)

enhance the LNCUFF image generally. Previously fluent in Spanish, Subject speaks Portuguese well after only a few months in Rio de Janeiro.

In short, Subject is a solid, professional officer, with his eye and his actions always on the target. He maintains his forward thrust within a framework of prudent judgment, and is maturely deliberate in deciding to take a risk. That's the name of the game.

It is requested that Subject's name be placed on the list of officers being considered for promotion.

14-00000

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

**SECTION A — GENERAL**

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| Piccolo, Joseph S. | 12/08/35 | M | GS-12 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Ops Officer | DDP/WH/COG | Headquarters |

| 9. CHECK (X) TYPE OF APPOINTMENT | 10. CHECK (X) TYPE OF REPORT |
|---|---|
| X CAREER / RESERVE / TEMPORARY | INITIAL / REASSIGNMENT SUPERVISOR |
| CAREER-PROVISIONAL (See instructions - Section C) | X ANNUAL / REASSIGNMENT EMPLOYEE |
| SPECIAL (Specify): | SPECIAL (Specify): |

| 11. DATE REPORT DUE IN O.P. | 12. REPORTING PERIOD (From- to-) |
|---|---|
| January 1970 | 15 January 1969 - 31 December 1969 |

**SECTION B — PERFORMANCE EVALUATION**

| | |
|---|---|
| U—Unsatisfactory | Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. |
| M—Marginal | Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described. |
| P—Proficient | Performance is satisfactory. Desired results are being produced in the manner expected. |
| S—Strong | Performance is characterized by exceptional proficiency. |
| O—Outstanding | Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition. |

**SPECIFIC DUTIES**

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: 1. Is responsible for providing Headquarters' guidance and support to WH/Miami and other Field Stations concerning on-island agent operations; corresponds with the Field. DBIO | S |
| SPECIFIC DUTY NO. 2: 2. Is Headquarters case officer handling several on-island agents. 3. Maintains liaison with Office of Communications, TSD, Security, Finance, Cover, and other Headquarters components. | S |
| SPECIFIC DUTY NO. 3: 4. Maintains liaison with the Navy (FOSG) and with the representative of MI-6 in Havana. | P |
| SPECIFIC DUTY NO. 4: 5. Prepares studies for the Division and the DDP concerning on-island collection activities. | P |
| SPECIFIC DUTY NO. 5: 6. Monitors developments in Cuba affecting the conduct of our on-island operations, especially developments involving the Cuban Department of State Security (DSE). | P |
| SPECIFIC DUTY NO. 6: 7. Supervises an intelligence assistant and a secretary. | S |

**OVERALL PERFORMANCE IN CURRENT POSITION**

| | Rating Letter |
|---|---|
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | S |

FORM 45 OBSOLETE PREVIOUS EDITIONS

SECRET

SECRET
(When Filled In)

| SECTION C | NARRATIVE COMMENTS |
|---|---|

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

(This report is being written not by, but after consultation with, Subject's immediate supervisor, who is temporarily assigned elsewhere. The writer is one step removed from immediate supervision of Subject and has worked with him only since October 1969. In what follows, there is no difference of opinion between the supervisor and the writer, and statements not specifically attributed to one or the other represent the judgment and observation of both.)

Subject is an experienced officer whose primary field, on-island agents, is by definition difficult and frustrating and has recently become more so owing to developments beyond his control. Despite this situation he has continued to support successfully the most productive Cuban in-place FI agent that the Agency has.

The compromise of a major on-island operation during the reporting period was due not to any deficiency on Subject's part but rather to a general lack of Agency control over the operation from its inception. In any case, it is to Subject's credit that he wrote a candid and thorough analysis and damage report on the case (Writer).

| SECTION D | CERTIFICATION AND COMMENTS | |
|---|---|---|
| 1. | BY EMPLOYEE | |
| | I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | |
| DATE: 30 Jan 1970 | SIGNATURE OF EMPLOYEE: [signature] | |
| 2. | BY SUPERVISOR | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: Pls see above | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
| DATE: 30 January 1970 | OFFICIAL TITLE OF SUPERVISOR: Chief, WH/COG/OPS | TYPED OR PRINTED NAME AND SIGNATURE: [signature] Glenn O. Brown |
| 3. | BY REVIEWING OFFICIAL | |

COMMENTS OF REVIEWING OFFICIAL

Based on 3 months experience in dealing with subject I have found him to be a thoroughly professional operations officer who shows good judgement and makes good use of his field experience in carrying out his function as COG's on-islands case officer. He performs with a minimum of supervision and is most perceptive in monitoring activities and events related to his area of activity. I believe Mr. Piccolo has considerable potential for moving up to more important positions.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 3 February 1970 | Deputy Chief, WH/COG | [signature] Wesley L. Laybourne |

SECRET

SECTION C NARRATIVE COMMENTS

/continued/

Subject's in-house liaison has been effective, as has his liaison with the Navy FOSG (Supervisor). It does not appear that liaison with the representative of MI-6 in Havana for the exploitation of operational matters has been used to its fullest potential, although it should also be noted that this responsibility is not purely Subject's.

Subject appears to be a thoughtful and effective supervisor who is concerned with the further training and development of those under his supervision (Supervisor).

TECHNICAL SERVICES DIVISION -- TECHNICAL SCHOOL

SHORT RANGE AGENT CONTACT SURVEY (A-106)

Training Report

Name : PICCOLO, Joseph S.

Office: WH/COG

Date : 6 June 1969

1. OBJECTIVES:

To provide a general knowledge in:

a. Selected gear used for clandestine short range agent contacts. Included are representative samples of:

One way RF radio devices; two way RF radio devices; two way carrier current devices; optical communicators; and special telephone devices used for establishing agent contact.

b. The philosophy, purpose, considerations and manageability of short range agent contact systems; including message security, link security, reliability and feasibility of agent contact systems.

INSTRUCTOR
TSD/TECHNICAL SCHOOL

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| | | | | | | |
|---|---|---|---|---|---|---|
| 1. NAME (Last) Piccolo | (First) Joseph | (Middle) S. | 2. DATE OF BIRTH 12/08/35 | 3. SEX M | 4. GRADE GS-12 | 5. SD D |
| 6. OFFICIAL POSITION TITLE Ops Officer | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/2 | | 8. CURRENT STATION MANAGUA | |

9. CHECK (X) TYPE OF APPOINTMENT
- CAREER
- RESERVE
- TEMPORARY
- CAREER-PROVISIONAL (See instructions - Section C)
- SPECIAL (Specify):

10. CHECK (X) TYPE OF REPORT
- INITIAL
- REASSIGNMENT SUPERVISOR
- ANNUAL
- XX REASSIGNMENT EMPLOYEE
- SPECIAL (Specify):

11. DATE REPORT DUE IN O.P.

12. REPORTING PERIOD (From- to-) 27 Apr 68-15 January 1969

## SECTION B — PERFORMANCE EVALUATION

- **W - Weak**: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
- **A - Adequate**: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.
- **P - Proficient**: Performance is more than satisfactory. Desired results are being produced in a proficient manner.
- **S - Strong**: Performance is characterized by exceptional proficiency.
- **O - Outstanding**: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1 Overall liaison responsibilities with the Office of National Security, with emphasis on guidance of the Special Unit. This was his principal duty during his service in Nicaragua and outweighs the other duties noted below. DES1 | S |
| SPECIFIC DUTY NO. 2 Processing into disseminable intelligence of raw reports produced by liaison; preparation of cables and operational dispatches. DF21 | P |
| SPECIFIC DUTY NO. 3 Handling of one FI operation (ERRATIC-5) and of other miscellaneous operational duties as assigned. DE62 | S |
| SPECIFIC DUTY NO. 4 Acting as Chief of Station in the absence of the COS. | S |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

| | Rating Letter |
|---|---|
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | S |

FORM 45 OBSOLETE PREVIOUS EDITIONS.

SECRET

SECRET
(When Filled In)

| SECTION C | NARRATIVE COMMENTS |
|---|---|

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

This officer made excellent progress in working with the liaison service and was notable in his efforts to organize, train, and direct rather than simply sit back and accept the intelligence product. His liaison operation is the single most important operation of Station Managua and it could not have been in better hands. His working relationships with personnel of the liaison service were based on mutual friendship and respect and that service was as sorry to see him leave as was the Station. He also earned the friendship and respect of his colleages and cover facility personnel of all levels and had rare success in his dealings with administrative personnel of the cover facility, a most uncooperative lot.

It is difficult for the rating officer to stand back and be flatly objective about this fine employee who is a friend of many years standing and who impressed the rating officer years ago as an officer of rare potential. His tour in Managua was cut short by a personal tragedy (illness and death of a minor dependent) which set into motion a transfer which could not later be reversed. Despite the pressures of this tragedy, this employee performed at a high level throughout this service in Managua and both he and his charming wife proved outstanding examples of "true grit." His tour in Managua proved him once again to be a mature, competent professional who should be able to advance to high positions in the organization. He accepts responsibility well--acted without hesitation (continued)

| SECTION D | CERTIFICATION AND COMMENTS | |
|---|---|---|
| 1. | BY EMPLOYEE | |
| | I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | |
| DATE: 11 Feb 1969 | SIGNATURE OF EMPLOYEE: Joseph L. Piccolo | |
| 2. | BY SUPERVISOR | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 9 months | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION: Employee left PCS prior to preparation of report. Should be shown to him at Headquarters. | |
| DATE: 15 January 1969 | OFFICIAL TITLE OF SUPERVISOR: Chief of Station | TYPED OR PRINTED NAME AND SIGNATURE: /s/ Robert T. Shaw |
| 3. | BY REVIEWING OFFICIAL | |

COMMENTS OF REVIEWING OFFICIAL

I concur with the rating officer's evaluation of Mr. Piccolo.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 11 Feb | C/WH/2 | Edwin M. Terrell |

SECRET

SECTION C, continued

when serving as Acting Chief of Station during the COS' absence on home leave. He has rare ability to see the relevant and has the courage of his convictions--will argue a point. Physically slow moving--given to ambling like a tired old ~~bear~~--he can be quite deceiving in an age which seems to specialize in rapidly moving young men-on-the-go. There is no wheel spinning about this officer and no sham. He has his eye on the future and moves along relentlessly in that direction. Obstacles bother him but don't deter him. He is in short a steady, dependable man with forward momentum.

One area in which he could use some improvement is in his writing. This has been discussed with him. The rating officer has recommended that he take a course in effective written English. His writing is at times vague and convoluted.

His fine performance was rewarded in September 1968 with a much-merited grade promotion so he cannot be recommended for promotion at this time. It is recommended, however, that he be given a position with head room to allow for advancement to higher grade as soon as he is eligible. The rating officer would be pleased to serve with this officer at any time, any place.

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| Piccolo, Joseph S. | 12/8/35 | M | GS-11 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF DIV BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Ops Officer | WH/1 | Mexico City |

**9. CHECK (X) TYPE OF APPOINTMENT**

- XX CAREER
- RESERVE
- TEMPORARY
- CAREER-PROVISIONAL (See instructions - Section C)
- SPECIAL (Specify):

**10. CHECK (X) TYPE OF REPORT**

- INITIAL
- REASSIGNMENT SUPERVISOR
- XX ANNUAL
- XX REASSIGNMENT EMPLOYEE
- SPECIAL (Specify):

**11. DATE REPORT DUE IN O.P.**

**12. REPORTING PERIOD (From- to-)** May 1966 - 30 October 1967

## SECTION B — PERFORMANCE EVALUATION

- W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
- A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.
- P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.
- S - Strong: Performance is characterized by exceptional proficiency.
- O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Agent handling and exploitation. Acts as case officer for a variety of operations including a double agent operation. | S |
| SPECIFIC DUTY NO. 2: Administrative management of project activities. | S |
| SPECIFIC DUTY NO. 3: Operational planning (target analysis etc.) | S |
| SPECIFIC DUTY NO. 4: Programming and handling of covert action activities. | S |
| SPECIFIC DUTY NO. 5: Reporting and processing of intelligence information | P |
| SPECIFIC DUTY NO. 6: | |

20 DEC 1967

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

SECRET
(When Filled In)

**SECTION C** — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

This young case officer has displayed considerable professionalism after only a relatively short time in the clandestine operations field. He is very versatile and resourceful and has shown a high amount of initiative. He is at his best as an agent handler and has developed close relationship with the assets entrusted to him. He has been helped in this by a high degree of fluency in Spanish and his pleasant personality. His reporting, particularly his calbe writing still leave room for improvement, but on the whole, this officer has been one of the mainstays of the PBRUMEN Section during his tour, which unfortunately has been marred by poor health.

**SECTION D** — **CERTIFICATION AND COMMENTS**

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE |
|---|---|
| 30 Nov 67 | [redacted] /s/ Joseph S. Piccolo |

2. BY SUPERVISOR

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| 16 months | | |
| **DATE** | **OFFICIAL TITLE OF SUPERVISOR** | **TYPED OR PRINTED NAME AND SIGNATURE** |
| 30 Nov. 1967 | Ops Officer | Francis Sherry |

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I fully concur with the comments of the rating officer. Subject is an excellent case officer suitable for assignment either outside or under official cover. He needs further training in written staff work, however, and at a convenient moment in his career would benefit greatly from intensive training in reports writing, rapid reading, and related subjects.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 30 Nov. 1967 | Chief of Station | Winston D. Miller |

SECRET

S-E-C-R-E-T

Training Report

Field Finance and Logistics Course No. 5 -68 18 March - 5 April 1968
(Three Weeks, full time) 120 hours (date)

Student : ~~Piccolo~~, Joseph

Year of birth: 1935 Office : WH

Grade : GS-11 Service Designation : D

EOD Date : 0862 Number of Students - Logistics: 22
Finance : 16

COURSE OBJECTIVES

The principal objective of this course is to prepare students for logistics and finance responsibilities at Class B or C and Type II or III field stations. The course familiarizes students with techniques, regulations, and procedures as they pertain to finance, logistics, foreign travel, personnel and physical security at a field station. Emphasis is placed on practical applications; therefore, students concentrate on preparing and maintaining Station financial and property records, preparing foreign travel vouchers, preparing personnel documentation and the changing of safe combinations and the repair of simple safe malfunctions. The course covers (1) Finance: the budgetary process, covert currency funding, cash controls, advances, accountings, voucher preparation, financial management of projects, and allotment and cost control. (2) Logistics: authorities, classifications, and controls as they pertain to acquisition, use, transfer, and disposal of materiel; real estate and vehicles; property accounting procedures; shipment and storage of personal effects; and reporting to Headquarters. (3) Travel: regulatory authorities and limitations, computation of per diem, and travel voucher preparation and procedures for both TDY and PCS travel. (4) Personnel: regulatory procedures covering contract personnel, leave, overseas medical benefits; the use and preparation of field duty status reports, integree settlement sheets, field reassignment questionnaires, personnel clearance and transfer sheets and fitness reports. (5) Security: acquaintance with overseas safekeeping equipment; emergency destruction procedures and materiels.

S-E-C-R-E-T

ACHIEVEMENT RECORD

Testing includes three practical problem tests. (1) The Finance Test Problem involves maintaining a set of Class B Records for a period of one month. (2) The Logistics Test Problem requires the maintenance of a set of Type II property records covering a years's transactions. (3) The Travel Test Problem involves solution of a travel problem including preparation of a travel voucher. A test covering the proficiency level attained in Personnel and Security is not given.

Grades are given in accordance with the fitness report system. (Weak, Adequate, Proficient, Strong, and Outstanding)

TEST RESULTS:

| | |
|---|---|
| Finance: Maintenance of Class B and C Station Cash Journals and Subsidiary Records | S |
| Logistics: Maintenance of Type II Accounting Stations Documentation, Registers, and Stock Records | O |
| Travel Test: Preparation of a TDY travel voucher and the computation of per diem. | P |

NARRATIVE COMMENTS:

Mr. Piccolo had difficulty in the computation of per diem. If his future duties will include responsibility for travel, I suggest that additional instruction in per diem computation be given him.

FOR THE DIRECTOR OF TRAINING:

John W. Field

John W. Field
Instructor

SECRET
(When Filled In)

# FITNESS REPORT

| | |
|---|---|
| **FITNESS REPORT** | EMPLOYEE SERIAL NUMBER: 025658 |

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| PICCOLO Joseph S. | [illegible] | | [illegible] | [illegible] |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Ops Officer | DDP/WH-1 | Mexico City |

| 9. CHECK (X) TYPE OF APPOINTMENT | | | | 10. CHECK (X) TYPE OF REPORT | | | |
|---|---|---|---|---|---|---|---|
| X | CAREER | RESERVE | TEMPORARY | | INITIAL | XXX | REASSIGNMENT SUPERVISOR |
| | CAREER-PROVISIONAL (See instructions - Section C) | | | | ANNUAL | | REASSIGNMENT EMPLOYEE |
| | SPECIAL (Specify): | | | | SPECIAL (Specify): | | |

| 11. DATE REPORT DUE IN O.P. | 12. REPORTING PERIOD (From- to-) |
|---|---|
| | June 1966 to September 1966 |

## SECTION B — PERFORMANCE EVALUATION

**W - Weak** — Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

**A - Adequate** — Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

**P - Proficient** — Performance is more than satisfactory. Desired results are being produced in a proficient manner.

**S - Strong** — Performance is characterized by exceptional proficiency.

**O - Outstanding** — Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| SPECIFIC DUTY | RATING LETTER |
|---|---|
| SPECIFIC DUTY NO. 1: Agent handling and exploitation. Serves as case officer to a variety of agents including one double agent | O |
| SPECIFIC DUTY NO. 2: Administrative management of project activities including accounting, funding, etc. | [illegible] |
| SPECIFIC DUTY NO. 3: Operational reporting, including contact reports, operational progress reports, etc. | [illegible] |
| SPECIFIC DUTY NO. 4: Reporting and dissemination of intelligence information | S |
| SPECIFIC DUTY NO. 5: Target analysis; preparation and implementation of plans for new operations | P |
| SPECIFIC DUTY NO. 6: Conception and initiation of covert action programs in support of [illegible] operations | [illegible] |

### OVERALL PERFORMANCE IN CURRENT POSITION

| | RATING LETTER |
|---|---|
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | |

FORM 6-63 45 USE PREVIOUS EDITIONS

SECRET

## SECTION C — NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

SEP 28 3 30 PM '66
MAIL ROOM

This employee has continued to perform in the manner described in detail under this section in the last fitness report prepared by the same rating officer (May 1966). He has had to assume an even heavier work load owing to the imminent transfer of his supervisor whose [illegible] assets have of necessity been turned over to this employee. His health has not improved as expected and it is felt that he should be sent to KOLADY for a complete medical check-up as soon as he can be spared for the time required.

Once again, it is recommended that this officer be promoted as soon as possible to GS-11.

## SECTION D — CERTIFICATION AND COMMENTS

**1. BY EMPLOYEE**

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 9 September 1966 | /s/ Joseph S. Piccolo |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| 4 months TDY<br>11 months PCS | | |
| **DATE** | **OFFICIAL TITLE OF SUPERVISOR** | **TYPED OR PRINTED NAME AND SIGNATURE** |
| 9 September 1966 | Ops Officer<br>XXXXXXXXXXXXXXXX | /s/ Robert T. Shaw |

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

The Reviewing Officer agrees with the Ratings and the Comments of the Supervisor of this officer which are reflected in this Fitness Report.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| | Chief of Station | /s/ Winston Scott |

14-00000

SECRET
(When Filled In)

| FITNESS REPORT | EMPLOYEE SERIAL NUMBER 025658 |
|---|---|

**SECTION A — GENERAL**

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| PICCOLO, Joseph S. | 12/8/35 | M | GS-10 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Ops Officer | DDP/WH/1 | Mexico City |

| 9. CHECK (X) TYPE OF APPOINTMENT | 10. CHECK (X) TYPE OF REPORT |
|---|---|
| CAREER / RESERVE / TEMPORARY | INITIAL / REASSIGNMENT SUPERVISOR |
| CAREER-PROVISIONAL (See instructions - Section C) | ANNUAL / REASSIGNMENT EMPLOYEE |
| SPECIAL (Specify): | XXX SPECIAL (Specify): To support promotion req. |

| 11. DATE REPORT DUE IN O.P. | 12. REPORTING PERIOD (From- to-) |
|---|---|
| 1 June 1966 | October 1965 to May 1966 |

**SECTION B — PERFORMANCE EVALUATION**

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

**SPECIFIC DUTIES**

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| SPECIFIC DUTY | RATING LETTER |
|---|---|
| SPECIFIC DUTY NO. 1: Agent handling and exploitation. Serves as case officer to a variety of agents including one double agent. | O |
| SPECIFIC DUTY NO. 2: Administrative management of project activities including accountings, funding, etc. | S |
| SPECIFIC DUTY NO. 3: Operational reporting, including contact reports, operational progress reports, etc. | S |
| SPECIFIC DUTY NO. 4: Reporting and dissemination of intelligence information. | S |
| SPECIFIC DUTY NO. 5: Target analysis and preparation of plans for mounting new operations. | P |
| SPECIFIC DUTY NO. 6: Conception and initiation of covert action programs in support of PI/CI operations. | O |

**OVERALL PERFORMANCE IN CURRENT POSITION**

| | RATING LETTER |
|---|---|
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | S |

27 MAY 1966

FORM 45 USE PREVIOUS EDITIONS SECRET

SECRET
(When Filled In)

**SECTION C** — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

MAY 27 11 15 AM '66

This employee has turned in a consistently fine performance since his assignment to Mexico City. Every going operation assigned to him has shown marked improvement under his tutelage, most notably the PBRUMEN refugee debriefing operation which has finally developed into a highly productive enterprise under the guidance of this officer. He is handling a sensitive PBRUMEN double agent case in a most professional manner. His operational reporting is exemplary and his writing style, once somewhat obtuse, has shown steady improvement. Despite a relatively short period in the role of field case officer, he has won the admiration and respect of colleagues and agent assets alike. He has a winning way with people - a reflection of his sincere interest in them. He has a high degree of initiative and drive, is imaginative and resourceful. In operations he shows a welcome degree of aggressiveness. His supervisory ability, except as exercised indirectly through others, has not yet been sufficiently put to the test to enable the rating officer to make a determination, but it appears that he already possesses the essentials of a good supervisor. He has had some health problems in Mexico but in spite of these has not let up in any way in his work. Indeed, one wonders what he would be capable of if he were in perfect health given the high level of performance to date.

It is a pleasure for the rating officer to go on record as stating that never in his 18 plus years with the organization has he had the pleasure of serving with a more promising young case officer.

It is recommended that he be promoted to GS-11 as soon as eligible.

In addition to the period covered by this report (Oct 65-May 66) this employee served at the Mexico City Station in TDY status from April 65 to Aug. 65. His performance at that time was also taken under consideration in the preparation of this report.

**SECTION D** — **CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE OF EMPLOYEE |
| --- | --- |
| 12 May 1966 | /s/ Joseph S. Piccolo |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
| --- | --- | --- |
| 4 months TDY<br>7 months PCS | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 12 May 1966 | Ops Officer | /s/ Robert T. Shaw |

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

The reviewing officer concurs in the comments of the rater. I have observed this officer closely during his tour at the Station. He has largely overcome a tendency to freewheel somewhat and shows an increasing willingness to accept guidance from more experienced officers. Compared with other officers of the same grade at this Station, it is my belief that his overall performance should be rated O rather than S.

In the Station's view he is a young officer who should advance steadily and with more experience should be able to handle a demanding deep cover assignment.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| --- | --- | --- |
| 12 May 1966 | Deputy Chief ofStation | /s/ Alan P. White |

SECRET

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| | |
|---|---|
| 1. NAME (Last) (First) (Middle) | PICCOLO, Joseph S. |
| 2. DATE OF BIRTH | 6 December 35 |
| 3. SEX | M |
| 4. GRADE | GS-10 |
| 5. SD | D |
| 6. OFFICIAL POSITION TITLE | Ops Officer |
| 7. OFF/DIV/BR OF ASSIGNMENT | DDP/WH/Cuba |
| 8. CURRENT STATION | Headquarters |
| 9. CHECK (X) TYPE OF APPOINTMENT | X CAREER; RESERVE; TEMPORARY; CAREER-PROVISIONAL (See Instructions - Section C); SPECIAL (Specify): |
| 10. CHECK (X) TYPE OF REPORT | INITIAL; X ANNUAL; REASSIGNMENT SUPERVISOR; REASSIGNMENT EMPLOYEE; SPECIAL (Specify): |
| 11. DATE REPORT DUE IN O.P. | |
| 12. REPORTING PERIOD (From- to-) | 16 Mar 65 - 30 Sept 1965 |

## SECTION B — PERFORMANCE EVALUATION

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1<br>Please note other side | |
| SPECIFIC DUTY NO. 2 | |
| SPECIFIC DUTY NO. 3 | |
| SPECIFIC DUTY NO. 4 | |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

15 DEC 1965

FORM 4-64 45 OBSOLETE PREVIOUS EDITIONS.

SECRET

SECRET
(When Filled In)

| SECTION C | NARRATIVE COMMENTS |
|---|---|

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

OFFICE OF PERSONNEL
DEC 14 1 51 PM '65
MAIL ROOM

Dispatch HMMT - 5685 dated 13 August 1965 form COS - Mexico City

" In view of the fact that Subject's recend servi[illegible] Mexico Station was done while he was on TDY, this Station is not in a position to prepare a fitness report covering Subject's performance for the period. Since he was absent from Headquarters, it is felt that he might possibly not be credited for his fine work unless the Station expresses its views.

" Subject plunged into work with the PBRUMEN Section immediately upon arrival and was given a wide variety of assignments ranging from surveillances on a rainy street at 4:00 a.m. to the preparation of operational reviews. He was given a number of existing agent assets to handle with a minimum of overlap with the previous case officer. He performed very well in every instance. He is able, enthusiastic, and capable of carrying a large work load. His colleagues in the office and his agents and contacts outside found him a pleasure to work with. The only weakness noted during his TDY assignment was in his written work--a tendency to be unclear -- but this is something the Station is certain he can work out satisfactorily and it is not a serious shortcoming."

Mr. Piccalo returned to Mexico City PCS 29 Sept 1965

| SECTION D | CERTIFICATION AND COMMENTS | |
|---|---|---|
| 1. | BY EMPLOYEE | |
| | I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | |
| DATE | SIGNATURE OF EMPLOYEE | |
| 2. | BY SUPERVISOR | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION<br>Employee had left the Station and will be shown report upon his return to Hqs. | |
| DATE<br>13 August 1965 | OFFICIAL TITLE OF SUPERVISOR<br>COS, Mexico City | TYPED OR PRINTED NAME AND SIGNATURE<br>Winston M. Scott /s/ |
| 3. | BY REVIEWING OFFICIAL | |
| COMMENTS OF REVIEWING OFFICIAL | | |
| DATE<br>13 August 1965 | OFFICIAL TITLE OF REVIEWING OFFICIAL<br>COS | TYPED OR PRINTED NAME AND SIGNATURE<br>Winston M. Scott /s/ |

SECRET

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| PICCOLO Joseph S. | 8 Dec 35 | M | GS-09 | SJ |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Ops Officer | DDP/WH/C/RR/OS | Washington, D.C. |

9. CHECK (X) TYPE OF APPOINTMENT: CAREER / RESERVE / TEMPORARY / CAREER-PROVISIONAL (See instructions - Section C) / SPECIAL (Specify):

10. CHECK (X) TYPE OF REPORT: INITIAL / X REASSIGNMENT SUPERVISOR / ANNUAL / REASSIGNMENT EMPLOYEE / SPECIAL (Specify):

11. DATE REPORT DUE IN O.P.

12. REPORTING PERIOD (From- to-): 1 October 1964 - 15 March 1965

## SECTION B — PERFORMANCE EVALUATION

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Operations officer for handling communications training of a double agent. | S |
| SPECIFIC DUTY NO. 2: Operations officer handling a Cuban intelligence service defector being utilized in recruitment operations. | S |
| SPECIFIC DUTY NO. 3: Operations officer assisting in handling and debriefing a Cuban intelligence service defector. | S |
| SPECIFIC DUTY NO. 4 | |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

20 MAR 1965

14-00000

SECRET
(When Filled In)

| SECTION C | NARRATIVE COMMENTS |
|---|---|

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Mr. Piccolo is an energetic, capable, all-around officer with a flair for operations and a great deal of common sense. He reacts correctly and instinctively when operational problems arise. His agent handling has been superior. He has a good knowledge of tradecraft and also understands records management. Although young, he is mature and self-reliant, needing little supervision.

Mr. Piccolo's promotion is being recommended in a separate memorandum.

Mr. Piccolo is cost conscious and effective in the use of space, equipment and funds. He does not hold a supervisory position.

**SECTION D — CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 23 Mar 65 | [signature] |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
|---|---|---|
| 16 months | | |
| **DATE** | **OFFICIAL TITLE OF SUPERVISOR** | **TYPED OR PRINTED NAME AND SIGNATURE** |
| 23 III 65 | C/WH/SA/CI (WH/C/SP) | /Harold F. Swenson |

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

Concur in rating of Supervisor.

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 24 March 1965 | Asst. Deputy Chief, WH/C | John T. Flynn |

SECRET

14-00000

CONFIDENTIAL

17 August 1964

MEMORANDUM FOR: Chief, Western Hemisphere Division, DD/P

ATTENTION : Administrative Officer

FROM : Chief, Junior Officer Training Program

SUBJECT : Trial Attachment of Junior Officer Trainee Joseph S. Piccolo for on-the-job training

1. This memorandum confirms the attachment of Subject for on-the-job training in your Division as the second phase of the JOT Program undertaken with your cooperation.

2. The purposes of this trial attachment are:

a. To test his abilities in the practical application of his formal training;

b. To evaluate his potential and suitability for permanent assignment;

c. To train him for a specific assignment appropriate to his aptitudes and development;

d. To stimulate his motivation for a career in the Agency.

3. The attachment for six months effective 13 July 1964 can be adjusted by mutual consent according to circumstances or need for additional training. It is especially important that the Chief/JOTP be notified immediately if the trainee is not appropriately placed or is not effective in his work.

4. The JOT has been fully informed of the significance of this trial period in his career development.

5. Details of administrative procedures are attached.

FOR THE DIRECTOR OF TRAINING

R. B. Freeman

ROBERT B. FREEMAN

Attachment
Distribution:
1 - Addressee w/att.
1 - C/CSPD w/att.
1 - O/Pers. Official Files w/att.
1 - JOT Piccolo w/att.

CONFIDENTIAL

C O N F I D E N T I A L

DETAILS FOR ADMINISTRATION OF ATTACHED JOT'S

For Supervisor.

1. The office or division will maintain time and attendance records during the period of this attachment.

2. Overtime can be authorized only after supervisor has checked with the JOT Training Officer. OTR will be reimbursed by division or office for overtime payments. The T&A clerk should report to JOTP at the end of each pay period any overtime worked by a JOT.

3. Any security violations by this JOT will be handled in the manner that is appropriate to the division or staff. Chief/JOTP will be notified in this event.

4. Supervisors will execute any fitness reports covering the period of this attachment. Chief/JOTP will countersign such reports.

5. Supervisors will provide job performance data to the Chief/JOTP when the JOT enters a promotion zone of consideration.

6. JOTP is located in Room 743, Broyhill Building, Extension 3261. Any questions should be addressed to Mr. JOHN GERRY

7. It is requested that each supervisor submit a progress report after three months of attachment. In the event of rotational assignments within a division where supervisors change, a progress report should be submitted at the end of each phase of the rotation.

For JOT:

8. Any leave will be worked out with the supervisor and if approved must be communicated by telephone to the JOTP office. See paragraph (1) above.

9. The JOT will furnish Chief/JOTP with a progress report after the first month of attachment and every two months thereafter. Items desired include:

a. Description of activities
b. Plans for next reporting period
c. Names and titles of supervisors
d. Assessment of value of present experience
e. Any constructive suggestions

These reports should be routed to Chief/JOTP via the supervisor.

10. The JOT will advise this office of his room number and extension and name of his supervisor as soon as possible after attachment.

GROUP 1
Excluded from automatic downgrading and declassification

8/12/66 C O N F I D E N T I A L

CONFIDENTIAL

11 August 1964

MEMORANDUM FOR: Chief, Western Europe Division, DD/P

ATTENTION : Administrative Officer

FROM : Chief, Junior Officer Training Program

SUBJECT : Trial Attachment of Junior Officer Trainee Joseph S. Piccolo for on-the-job training

1. This memorandum confirms the attachment of Subject for on-the-job training in your Division as the second phase of the JOT Program undertaken with your cooperation.

2. The purposes of this trial attachment are:

a. To test his abilities in the practical application of his formal training;

b. To evaluate his potential and suitability for permanent assignment;

c. To train him for a specific assignment appropriate to his aptitudes and development;

d. To stimulate his motivation for a career in the Agency.

3. The attachment for six months effective 13 July 1964 can be adjusted by mutual consent according to circumstances or need for additional training. It is especially important that the Chief/JOTP be notified immediately if the trainee is not appropriately placed or is not effective in his work.

4. The JOT has been fully informed of the significance of this trial period in his career development.

5. Details of administrative procedures are attached.

FOR THE DIRECTOR OF TRAINING

R. B. Freeman

ROBERT B. FREEMAN

Attachment

Distribution:

1 - Addressee w/att.

1 - C/CSPD w/att.

~~1~~ - O/Pers. Official Files w/att.

1 - JOT Piccolo whgt.

CONFIDENTIAL

GROUP 1
Excluded from automatic downgrading and declassification

## DETAILS FOR ADMINISTRATION OF ATTACHED JOT'S

### For Supervisor:

1. The office or division will maintain time and attendance records during the period of this attachment.

2. Overtime can be authorized only after supervisor has checked with the JOT Training Officer. OTR will be reimbursed by division or office for overtime payments. The T&A clerk should report to JOTP at the end of each pay period any overtime worked by a JOT.

3. Any security violations by this JOT will be handled in the manner that is appropriate to the division or staff. Chief/JOTP will be notified in this event.

4. Supervisors will execute any fitness reports covering the period of this attachment. Chief/JOTP will countersign such reports.

5. Supervisors will provide job performance data to the Chief/JOTP when the JOT enters a promotion zone of consideration.

6. JOTP is located in Room 743, Broyhill Building, Extension 3261. Any questions should be addressed to Mr. JOHN GERRY.

7. It is requested that each supervisor submit a progress report after three months of attachment. In the event of rotational assignments within a division where supervisors change, a progress report should be submitted at the end of each phase of the rotation.

### For JOT:

8. Any leave will be worked out with the supervisor and if approved must be communicated by telephone to the JOTP office. See paragraph (1) above.

9. The JOT will furnish Chief/JOTP with a progress report after the first month of attachment and every two months thereafter. Items desired include:

- a. Description of activities
- b. Plans for next reporting period
- c. Names and titles of supervisors
- d. Assessment of value of present experience
- e. Any constructive suggestions

These reports should be routed to Chief/JOTP via the supervisor.

10. The JOT will advise this office of his room number and extension and name of his supervisor as soon as possible after attachment.

GROUP 1
Excluded from automatic
downgrading and
declassification

14-00000

S-E-C-R-E-T

OFFICE OF TRAINING

TRAINING REPORT
OPERATIONS COURSE

SECTION A

GENERAL

| | |
|---|---|
| Operations Course No. 17 (720 hours, full-time) | 9 March - 10 July 1964 (Date) |

| | | | | | |
|---|---|---|---|---|---|
| Student | : | PICCOLO, Joseph S. | Office | : | OTR/JOTP |
| Year of Birth: | | 1935 | Service Designation: | | SJ |
| Grade | : | GS-08 | Number of Students | : | 54 began |
| EOD Date | : | February 1957 | | | 53 finished |

SECTION B

PERFORMANCE EVALUATION

| | |
|---|---|
| W - Weak | Ranges from inadequate to less than satisfactory (in terms of a new and inexperienced case officer). |
| A - Adequate | Has achieved the basic level required. Satisfactory, characterized neither by deficiency nor excellence. |
| P - Proficient | More than satisfactory. Has acquired a solid beginner's proficiency. This rating may be interpreted as representing "average" on our rating scale. |
| S - Strong | Exceptional proficiency, characterized by thoroughness, initiative, originality, and an exceptional student understanding of the case officer role in clandestine operations. |
| O - Outstanding | Performance is so exceptional in relation to requirements of the work and in comparison to the performance of other students doing similar work as to warrant special recognition. |

S-E-C-R-E-T

| SKILLS | RATING LETTER |
| --- | --- |
| 1. Agent acquisition (spotting, development, assessment, understanding and use of motivation, recruitment). | P |
| 2. Agent handling (building and maintaining rapport, establishing control, elicitation, briefing, debriefing, training). | S |
| 3. Operational security (cover, compartmentation, clandestine communications). | P |
| 4. Intelligence sense (recognition of information of intelligence value, differentiation between fact and opinion, separation of intelligence information from operational information, alertness to leads). | S |
| 5. Intelligence reporting (disseminability of FIR's and intelligence cables, authentication of information). | P |
| 6. Operational reporting (contact reports, cables, dispatches). | P |

## GENERAL FAMILIARIZATION

| | |
| --- | --- |
| 1. Foreign Intelligence Collection Programs. | P |
| 2. Covert Action Programs. | P |

The student also received general instruction by presentations, discussion of cases, reading and some practical application in Counter-intelligence programs and procedures. He was also given general familiarization in operational photography and the operation of basic audio-surveillance equipment, and heard short presentations on secret writing, surreptitious entry and covert entry of envelopes. Other areas of general familiarization included Counterinsurgency, paramilitary activity, and general operational administration and support.

## OVERALL PERFORMANCE

Letter in rating box corresponds to the statement which most accurately reflects the student's level of performance, and takes into account everything about him which influenced his effectiveness.

This rating is a reflection of the degree to which the instructors feel that the student is both suitable and competent for overseas service in the Clandestine Services.

| |
| --- |
| P |

SECTION C

NARRATIVE COMMENTS

**Significant strengths and weaknesses and their relationship to overall performance in the Operations Course. This section amplifies and explains, as necessary, the rating letters given above.**

Mr. Piccolo's performance throughout the course seldom deviated from the "Proficient" level. His strongest showings were frequently in areas where he used knowledge gained from previous Agency experience together with his natural ability to get along with people in face-to-face situations. He excelled in agent handling because he made an extra effort to establish and maintain rapport, was competent in solving operational administration and support matters with a minimum of guidance, and was imaginative in devising cover and in establishing clandestine communications. Shortcomings, however, arose in other areas because he occasionally relied too much on his ability to improvise, rather than to spend extra time in analyzing, planning and otherwise preparing for agent meetings.

Mr. Piccolo easily recognized leads of operational or intelligence value, and as the course progressed, displayed marked improvement in his writing of cables, dispatches and reports.

Mr. Piccolo acquired a more than satisfactory knowledge of the principles and techniques taught during the course.

FOR THE DIRECTOR OF TRAINING:

Howard L. Fiedler
Chief Instructor

24 July 1964
Date

S-E-C-R-E-T

OPERATIONS COURSE NO. 17

9 March 1964 - 10 July 1964

Number attending course: 54

| RATING | W | A | P | S | O |
|---|---|---|---|---|---|
| OVERALL: | 0 | 5 | 32 | 16 | 1 |
| **Skills** | | | | | |
| 1. Agent Acquisition: | 0 | 5 | 30 | 17 | 2 |
| 2. Agent Handling: | 0 | 7 | 25 | 18 | 4 |
| 3. Operational Security: | 0 | 1 | 34 | 19 | 0 |
| 4. Intelligence Sense: | 0 | 3 | 24 | 23 | 4 |
| 5. Intelligence Reporting: | 0 | 3 | 33 | 11 | 4 |
| 6. Operational Reporting: | 0 | 6 | 25 | 21 | 2 |
| **General Familiarization** | | | | | |
| 1. Foreign Intelligence: | 0 | 5 | 33 | 13 | 0 |
| 2. Covert Action: | 0 | 5 | 39 | 9 | 1 |

S-E-C-R-E-T

S E C R E T
(When Filled In)

JOT TRAINING REPORT

SUBMITTED AS INITIAL FITNESS REPORT IN LIEU OF FORM 45

| 1. NAME OF JOT - (LAST) | (FIRST) | (MIDDLE) | GRADE | EMPLOYEE SERIAL NO. |
|---|---|---|---|---|
| PICCOLO, | Joseph | S. | GS-08 | 025658 |

| 2. DATE REPORT DUE IN O.P. | REPORTING PERIOD | TO |
|---|---|---|
| 7/31/64 | 1/6/64 | 6/30/64 |

3. This Junior Officer Trainee has been engaged in courses of the Integrated Program with intensive training in Clandestine Operations.

Detailed evaluations of his performance in each phase are contained in his Official Personnel Folder. Definition of the rating letter corresponds to that in Section B, Fitness Report Form 45 (4-62).

| OVERALL PERFORMANCE IN INTEGRATED PROGRAM | P |
|---|---|

4. COMMENT AND PERTINENT OBSERVATIONS:

During his training, Mr. Piccolo has acquired a good knowledge of the principles and techniques of clandestine operations. He has demonstrated a good intelligence sense and a particular ability for handling agents.

He has had no supervisory responsibilities yet, and he appears to be cost-conscious as far as the undersigned can judge.

DATE 14 August 1964 RATER John Gerry TRAINING OFFICER/JOTP

20 AUG 1964

S-E-C-R-E-T

S-E-C-R-E-T

PERFORMANCE RECORD

International Communism - Challenge and Response

JOT Class 10 February - 6 March 1964

Course Description

A. Statement of Objectives.

1. To develop a familiarization with the doctrine, organization and tactics of International Communism as represented by the Communist parties and organizations in the free world; and in addition, to make the student aware of the capabilities, methods and problems of the Soviet Union and China.

2. To develop an understanding of the challenges facing the United States and the free world from the objectives, activities and capabilities of International Communism; and to assist the student to articulate the U.S. position at home and abroad to meet these challenges.

B. Course Method

1. Approximately one-half of the course is devoted to lectures, one-fourth to seminars, exercises and demonstrations, and one-fourth to individual study.

2. Student achievement is judged on the basis of performance in two written examinations and participation in seminars, and exercises.

Name: Piccolo, Joseph

Written Work

1st Examination: Doctrine, CP Organization & USSR 67 Proficient

2nd Examination: China, CP Activities 59 Proficient

Over-all Written Work Proficient

Oral Work

Seminars, Exercises Strong

Comment:

S-E-C-R-E-T

GROUP I
Excluded from automatic downgrading and declassification

SECRET

# TRAINING REPORT

Introduction to the Clandestine Services (JOT Program) 3 - 7 February 1964

Student : Joseph S. Piccolo

Year of Birth: 1935

Grade : GS-08

EOD Date : February 1957

Office : JOTP

Service Designation: SJ

No. of Students : 36

## OBJECTIVES AND CONTENT

The purpose of this five day bloc of instruction is to acquaint the Junior Officer Trainee with the general organization and functions of the Clandestine Services. This orientation takes place during the preliminary phase of the JOT Program at Headquarters. It consists of lectures by representatives of major components of the Clandestine Services and discussion periods and is presented to assist the JOT in making his choice of considering a career in the Clandestine Services. This instruction also serves as an introduction to the subsequent training program at ISOLATION.

## ACHIEVEMENT RECORD

This is a certificate of attendance. No record was made of individaul performance in the course.

FOR THE DIRECTOR OF TRAINING:

Chief Instructor — 11 FEB 1964 Date

SECRET

14-00000

SECRET
(When Filled In)

| TRAINING REPORT INTELLIGENCE TECHNIQUES COURSE (120 Hours) | COURSE NO. | NO. STUDENTS | DATE OF COURSE |
|---|---|---|---|
| | 21 | 37 | 13 - 31 Jan 1964 |

IDENTIFYING INFORMATION

| NAME OF STUDENT | YOB | EOD DATE | OFFICE | GS | SD |
|---|---|---|---|---|---|
| PICCOLO, Joseph S. | 1935 | February 1957 | JOTP | 08 | SJ |

KEY TO RATINGS

| | |
|---|---|
| W - Weak | Ranges from inadequate to less than satisfactory. |
| A - Adequate | Has achieved the basic level required. Satisfactory, characterized neither by deficiency nor excellence. |
| P - Proficient | More than satisfactory. Has acquired a solid beginner's proficiency. |
| S - Strong | Exceptional proficiency. Characterized by thoroughness, initiative, originality, and an exceptional student understanding of the work involved in intelligence production. |
| O - Outstanding | Performance is so exceptional in relation to requirements and in comparison to the performance of others doing similar work as to warrant special recognition. |

EVALUATION OF PERFORMANCE IN SKILLS

| BRIEFING | RATING | WRITING | RATING | ANALYSIS | RATING |
|---|---|---|---|---|---|
| | P | | A | | P |

OVER-ALL PERFORMANCE EVALUATION

The RATING LETTER reflects the over-all performance of the student in the course and is thus a measure of the extent to which the student possesses the skills and techniques required in the production of finished intelligence. The rating is not necessarily arrived at by mathematically averaging the in skills ratings, but takes into consideration any outstanding strengths or weaknesses that should be reflected in an evaluation of the performance of the student as a whole. The RATING LETTER is a consensus of the view of the faculty.

RATING: P

REPORT OF OBSERVATIONS, JUDGMENTS AND IMPRESSIONS

This is a general, unspecific, narrative report of observations, judgments, and impressions. It includes intangible factors such as the student's attitude, cooperativeness, attentiveness, maturity, and judgment. It also includes the general impression the student has made on the faculty. This report will not be included unless the instructors believe that it would add something to the previous evaluation of performance in skills as well as to the evaluation of the OVER-ALL PERFORMANCE of the student.

☐ ...

| FOR THE DIRECTOR OF TRAINING | James T. Lowe (signature)<br>CHIEF, INTELLIGENCE PRODUCTION FACULTY<br>INTELLIGENCE SCHOOL | DATE<br>3 Feb '64 |
|---|---|---|

S-E-C-R-E-T

JOT INTEGRATED PROGRAM
(CLASS OF JANUARY 1964)

Introduction to Intelligence
(40 hours, full-time)

6 - 10 January 1964

Student : **PICCOLO, Joseph S.**

Office :

Year of Birth: **1935**

Service Designation: SJ

Grade : **GS-08**

Number of Students : 75

EOD : **February 1957**

COURSE OBJECTIVES - CONTENT AND METHODS

In the Introductory phase of the JOT Integrated Training Program the course objectives are: (1) to instruct the student in the basic concepts of intelligence and the role of national intelligence within the Government; (2) to describe the intelligence community; its members, their duties, and their relationship to CIA; (3) to define and describe the functions of CIA and identify the components performing them; and (4) to explain the processes and means by which CIA fulfills its responsibilities for collection, production, and dissemination of intelligence.

Instructional techniques include lectures given by Orientation Faculty members, guest speakers, seminars, reading, review exercises and training films.

ACHIEVEMENT RECORD

Evaluation is based on a 40 question multiple choice test. The numbers placed in the columns below show how many students received each rating. This student's rating is indicated by the asterisk.

| Satisfactory | Excellent |
|---|---|
| 28 | 47 * |

FOR THE DIRECTOR OF TRAINING:

Chief, Orientation Faculty

21 Jan

Excluded from automatic downgrading and declassification

S-E-C-R-E-T

14-00000

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 025658

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
|---|---|---|---|---|
| PICCOLO Joseph S. | 8 Dec. 1935 | Male | GS-7 | D |

| 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION |
|---|---|---|
| Intel Assistant | DDP/TFW/CI | Washington, D. C. |

| 9. CHECK (X) TYPE OF APPOINTMENT | 10. CHECK (X) TYPE OF REPORT |
|---|---|
| CAREER / RESERVE / TEMPORARY | INITIAL / X REASSIGNMENT SUPERVISOR |
| CAREER-PROVISIONAL (See Instructions - Section C) | ANNUAL / REASSIGNMENT EMPLOYEE |
| SPECIAL (Specify): | SPECIAL (Specify): |

| 11. DATE REPORT DUE IN O.P. | 12. REPORTING PERIOD (From- to-) |
|---|---|
| | September 1962 - 18 January 1963 |

## SECTION B — PERFORMANCE EVALUATION

**W - Weak** Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

**A - Adequate** Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

**P - Proficient** Performance is more than satisfactory. Desired results are being produced in a proficient manner.

**S - Strong** Performance is characterized by exceptional proficiency.

**O - Outstanding** Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

| Specific Duty | Rating Letter |
|---|---|
| SPECIFIC DUTY NO. 1: Supervises Correspondence Routing-Control Section of Branch | O |
| SPECIFIC DUTY NO. 2: Develops, implements, and manages Branch systems for mail routing-control, files and a Special Project. | S |
| SPECIFIC DUTY NO. 3: Prepares dispatches and cables for transmission to the field, assists in preparing CI disseminations to other government agencies. | S |
| SPECIFIC DUTY NO. 4: Runs name traces and prepares summaries of information on personalities. | O |
| SPECIFIC DUTY NO. 5: Other duties as assigned. | S |
| SPECIFIC DUTY NO. 6: | |

### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

28 FEB 1963

FORM 45 OBSOLETE PREVIOUS EDITIONS

SECRET

SECRET
(When Filled In)

| SECTION C | NARRATIVE COMMENTS |
|---|---|

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Employee returned to duty with the Agency in September 1962 after completing a tour of military duty. At that time he was assigned to TFW/CI. Although employee expressed a desire to work in operations at that time, he agreed to perform the duties outlined in Section B. He was called upon to perform these duties because of the dire need within TFW/CI for someone with his talents to establish and manage Branch systems for mail routing-control and files. Employee was promised an operational assignment as soon as the systems were established and functioning in an orderly and efficient manner. Employee has performed his duties exceptionally well and has established systems for mail routing-control, and files for the Branch which are functioning well. It is strongly recommended that this employee be assigned to duties of an operational nature and relieved from his present duties as soon as possible. Employee has the capability of assuming more and greater responsibility.

| SECTION D | CERTIFICATION AND COMMENTS | |
|---|---|---|
| 1. | BY EMPLOYEE | |
| | I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | |
| DATE | SIGNATURE OF EMPLOYEE: Joseph L. Piccolo | |
| 2. | BY SUPERVISOR | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 5 months | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
| DATE: 20 February 63 | OFFICIAL TITLE OF SUPERVISOR: C/TFW/CI | TYPED OR PRINTED NAME AND SIGNATURE: VICTOR WALLEN |
| 3. | BY REVIEWING OFFICIAL | |
| COMMENTS OF REVIEWING OFFICIAL: This employee gives promise of continued professional growth. | | |
| DATE: 21 February 1963 | OFFICIAL TITLE OF REVIEWING OFFICIAL: Deputy Chief, SAS | TYPED OR PRINTED NAME AND SIGNATURE: Bruce B. Cheever |

SECRET

CONFIDENTIAL
(When Filled In)

# FOREIGN LANGUAGE APTITUDE AND EXPERIENCE REPORT

| DATE OF TESTING | |
|---|---|
| NAME | OFFICE | MALE / FEMALE |

The category checked below is an interpretation of the scores made by the person named above on a battery of foreign language aptitude tests. The relationships between test performance and subsequent training performance of trainees in Agency language training courses are indicated by the graphs next to the aptitude categories. The graphs to the left are for women and the graphs to the right are for men. From these graphs you can read for each aptitude category the probability that a person in that category will perform in an Agency foreign language training course at an average or better-than-average level. For example, 22 percent of the women who obtain an aptitude rating of "8" can be expected to be average or better in course performance, while 5 percent of the men with ratings of "8" can be expected to be average or better in course performance. A man needs an aptitude rating of "6" to have about the same expectation of success in language training as a woman with a rating of "8." At the other end of the scale, 80 percent of either men or women who obtain aptitude ratings of "2" can be expected to do average or better-than-average work in training. The differences in relationship are due to differences between men and women in both training performance and test scores. On the average women are somewhat higher on both.

| % OF WOMEN WHOSE LANGUAGE TRAINING PERFORMANCE IS EXPECTED TO BE AVERAGE OR BETTER THAN AVERAGE (100 80 60 40 20 0) | APTITUDE CATEGORY | % OF MEN WHOSE LANGUAGE TRAINING PERFORMANCE IS EXPECTED TO BE AVERAGE OR BETTER THAN AVERAGE (0 20 40 60 80 100) |
|---|---|---|
| 88% | 1. | 91% |
| 80% | 2. | 80% |
| 72% | 3. | 68% |
| 63% | 4. | 52% |
| 53% | 5. | 37% |
| 43% | 6. | 23% |
| 33% | 7. | 13% |
| 22% | 8. | 5% |

Since many things other than aptitudes enter into the determination of training course performance, in any class of students there will usually be some whose performance will be better than would be expected from their test scores, just as there will likely be some whose performance is poorer than expected. STRENGTH OF MOTIVATION, PRIOR EXPERIENCE WITH A FOREIGN LANGUAGE, and other factors should be considered in selecting people for language training and in interpreting language training results. For example, the number of languages previously studied or learned and the amount of academic and nonacademic language-learning experience are factors not measured by the tests but are indicative of probable success in learning a foreign language. Whether such experience was in the same language as the one to be studied or in a different one is, of course, an additional relevant factor.

NUMBER OF FOREIGN LANGUAGES STUDIED OR LEARNED BY THIS INDIVIDUAL -

| MONTHS OF ACADEMIC TRAINING | | | NONACADEMIC EXPERIENCE (1 year or more) | |
|---|---|---|---|---|
| HIGH SCHOOL | COLLEGE | OTHER | READING OR WRITING | SPEAKING |
| | | | | |

| DATE | SIGNATURE OF CHIEF, A & E STAFF |
|---|---|
| | James B. La |

NOTE: This report may be shown to the individual concerned

FORM 1679

CONFIDENTIAL

**SECRET**
*(When Filled In)*

# FITNESS REPORT

JUN 1961

EMPLOYEE SERIAL NUMBER: [illegible]

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE |
|---|---|---|---|
| [illegible] Jose L. S. | 8 Dec. 1935 | Male | GS-7 |

| 5. SERVICE DESIGNATION | 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT |
|---|---|---|
| D | Intell. Asst. | DDP/[illegible], Br. 4, D.C. |

**8. CAREER STAFF STATUS**

| | | | | | |
|---|---|---|---|---|---|
| | NOT ELIGIBLE | X | MEMBER | | DEFERRED |
| | PENDING | | DECLINED | | DENIED |

**9. TYPE OF REPORT**

| | | | |
|---|---|---|---|
| | INITIAL | | REASSIGNMENT/SUPERVISOR |
| | ANNUAL | | REASSIGNMENT/EMPLOYEE |

| 10. DATE REPORT DUE IN O.P. | 11. REPORTING PERIOD (From / To) | SPECIAL (Specify) |
|---|---|---|
| | 1 June60 / 30 Apr61 | Promotion recommendation |

## SECTION B — EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise *(indicate number of employees supervised)*.

| 1 - Unsatisfactory | 2 - Barely adequate | 3 - Acceptable | 4 - Competent | 5 - Excellent | 6 - Superior | 7 - Outstanding |
|---|---|---|---|---|---|---|

| SPECIFIC DUTY | RATING NO. | SPECIFIC DUTY | RATING NO. |
|---|---|---|---|
| SPECIFIC DUTY NO. 1: Supervises Operations Support Section (6 to 8 employees) | 6 | SPECIFIC DUTY NO. 4: Conducts liaison in support of operations | 5 |
| SPECIFIC DUTY NO. 2: Processes security clearances | 6 | SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 3: performs name traces and summarizes information | 6 | SPECIFIC DUTY NO. 6 | |

## SECTION C — EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

1 - Performance in many important respects fails to meet requirements.
2 - Performance meets most requirements but is deficient in one or more important respects.
3 - Performance clearly meets basic requirements.
4 - Performance clearly exceeds basic requirements.
5 - Performance in every important respect is superior.
6 - Performance in every respect is outstanding.

RATING NO.: 5

## SECTION D — DESCRIPTION OF THE EMPLOYEE

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

| 1 - Least possible degree | 2 - Limited degree | 3 - Normal degree | 4 - Above average degree | 5 - Outstanding degree |
|---|---|---|---|---|

| CHARACTERISTICS | NOT APPLICABLE | NOT OBSERVED | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|---|
| GETS THINGS DONE | | | | | | | X |
| RESOURCEFUL | | | | | | X | |
| ACCEPTS RESPONSIBILITIES | | | | | | X | |
| CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | | | | | | X | |
| DOES HIS JOB WITHOUT STRONG SUPPORT | | | | | | X | |
| FACILITATES SMOOTH OPERATION OF HIS OFFICE | | | | | | | X |
| WRITES EFFECTIVELY | | | | | X | | |
| SECURITY CONSCIOUS | | | | | | | X |
| THINKS CLEARLY | | | | | | X | |
| DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS | | | | | | | X |
| OTHER (Specify) | | | | | | | |

SEE SECTION "E" ON REVERSE SIDE

FORM 45 OBSOLETE PREVIOUS EDITIONS.

**SECRET**

(8)

SECRET
(When Filled In)

OFFICE OF PERSONNEL
MAY 23 11 44 AM '61
MAIL ROOM

| SECTION E | NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE |
|---|---|

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

One of Mr. Piccolo's outstanding characteristics is his desire to improve himself. This is evidenced by both his continued educational program on the outside and by his successful effort to learn everything possible about his job. He also wants very much to obtain further career training within the DDP area, particularly in the FI field. I believe he has a definite potential for such work and that he should be given an opportunity for appropriate operational training as soon as possible.

His performance while under my supervision has consistently been well above that to be expected of an employee in his present grade, and I strongly recommend that he be promoted at once to GS-8. He has more than earned it.

**SECTION F — CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

*I certify that I have seen Sections A, B, C, D and E of this Report.*

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 4 May 1961 | Joseph L. Piccolo |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION |
|---|---|
| 7 months | |

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

| | | | |
|---|---|---|---|
| | EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS | | REPORT MADE WITHIN LAST 90 DAYS |
| | OTHER (Specify): | | |

| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 3 May 1961 | WH/4/Executive Officer | Jesse S. Douglas |

**3. BY REVIEWING OFFICIAL**

| | |
|---|---|
| X | I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION. |
| | I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION. |
| | I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION. |
| | I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE. |

COMMENTS OF REVIEWING OFFICIAL

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 14 May 1961 | Acting Chief, WH/4 | E. A. STANULIS |

SECRET

SECRET
(When Filled In)

12 JUL 1960

Recor... CSPD

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE |
|---|---|---|---|
| Piccolo, Joseph S. | 12 - 8 - 35 | M | GS-6 |

| 5. SERVICE DESIGNATION | 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT |
|---|---|---|
| D | Intell Assistant | DDP/WH/4/Ops Support |

| 8. CAREER STAFF STATUS | | | 9. TYPE OF REPORT | |
|---|---|---|---|---|
| NOT ELIGIBLE | MEMBER | DEFERRED | INITIAL | REASSIGNMENT/SUPERVISOR |
| PENDING | DECLINED | DENIED | ANNUAL | REASSIGNMENT/EMPLOYEE |

| 10. DATE REPORT DUE IN O.P. | 11. REPORTING PERIOD (From – To) | SPECIAL (Specify) |
|---|---|---|
| | 1 Feb - 15 June 1960 | Promotion |

## SECTION B — EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

1 - Unsatisfactory | 2 - Barely adequate | 3 - Acceptable | 4 - Competent | 5 - Excellent | 6 - Superior | 7 - Outstanding

| SPECIFIC DUTY | RATING NO. | SPECIFIC DUTY | RATING NO. |
|---|---|---|---|
| NO. 1: Supervises Operations Support and Registry Section (6 employees) | 5 | NO. 4: Conducts liaison in support of operations | 5 |
| NO. 2: Processes security clearances | 6 | NO. 5: Performs duties of Branch Records Management Officer | 5 |
| NO. 3: Performs name traces and summarizes information | 6 | NO. 6: Acts as case officer for sensitive operations | 4 |

## SECTION C — EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

1 - Performance in many important respects fails to meet requirements.
2 - Performance meets most requirements but is deficient in one or more important respects.
3 - Performance clearly meets basic requirements.
4 - Performance clearly exceeds basic requirements.
5 - Performance in every important respect is superior.
6 - Performance in every respect is outstanding.

RATING NO.: 6

## SECTION D — DESCRIPTION OF THE EMPLOYEE

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

1 - Least possible degree | 2 - Limited degree | 3 - Normal degree | 4 - Above average degree | 5 - Outstanding degree

| CHARACTERISTICS | NOT APPLICABLE | NOT OBSERVED | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|---|
| GETS THINGS DONE | | | | | | X | |
| RESOURCEFUL | | | | | | X | |
| ACCEPTS RESPONSIBILITIES | | | | | | | X |
| CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | | | | | | X | |
| DOES HIS JOB WITHOUT STRONG SUPPORT | | | | | | X | |
| FACILITATES SMOOTH OPERATION OF HIS OFFICE | | | | | | | X |
| WRITES EFFECTIVELY | | | | | | X | |
| SECURITY CONSCIOUS | | | | | | | X |
| THINKS CLEARLY | | | | | | X | |
| DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS | | | | | | | X |
| OTHER (Specify): | | | | | | | |

SEE SECTION "E" ON REVERSE SIDE

SECRET
(When Filled In)

**SECTION E — NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

During the rating period Mr. Piccolo has been performing tasks that are normally assigned to personnel who hold a minimum GS rating of GS-9. Without exception he has performed each of his assignments expeditiously and thoroughly. In addition to his normal administrative functions Mr. Piccolo has been acting as a case officer on certain sensitive and complicated clandestine operations. He has performed these duties in a superior fashion. It is my unqualified opinion that Mr. Piccolo should receive at least a two-grade promotion immediately. However it is recognized that this is contrary to current Agency policy and therefore it is strongly recommended that he be promoted to the grade of GS-7 immediately. Mr. Piccolo is intelligent and extremely industrious. He has worked long hours performing a variety of important tasks. It is my opinion that Mr. Piccolo has the attributes required of career personnel working in the Foreign Intelligence area and that he should be permitted to have his career designation changed to FI. Mr. Piccolo should also be given the opportunity to receive Agency training so that he might be better qualified to perform tasks in this area of activity. There is no question that he would become a professional case officer. The Section C rating has been given after careful consideration of the rated individual's grade and grade level performance.

**SECTION F — CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

*I certify that I have seen Sections A, B, C, D and E of this Report.*

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 16 June 1960 | [signature] |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION |
|---|---|
| 4 1/2 | |

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

- [ ] EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS
- [ ] REPORT MADE WITHIN LAST 90 DAYS
- [ ] OTHER (Specify):

| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 16 June 1960 | Deputy Chief, WH/4 | Robert Reynolds [signature] |

**3. BY REVIEWING OFFICIAL**

- [ ] I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
- [ ] I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
- [ ] I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
- [ ] I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

Promotion in this case is completely justified in the reviewing official's opinion

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 16 June 1960 | Chief, WH/4 | Jacob D. Esterline [signature] |

SECRET

14-00000

SECRET
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 655380

## SECTION A — GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. GRADE |
|---|---|---|---|
| Piccolo, Joseph S. | 8 December 1935 | Male | GS-5 |

| 5. SERVICE DESIGNATION | 6. OFFICIAL POSITION TITLE | 7. OFF/DIV/BR OF ASSIGNMENT |
|---|---|---|
| DS | [illegible] | WH/III/Mexico |

8. CAREER STAFF STATUS

| | | | | | |
|---|---|---|---|---|---|
| X | NOT ELIGIBLE | | MEMBER | | DEFERRED |
| | PENDING | | DECLINED | | DENIED |

9. TYPE OF REPORT

| | | | |
|---|---|---|---|
| | INITIAL | | REASSIGNMENT/SUPERVISOR |
| X | ANNUAL | | REASSIGNMENT/EMPLOYEE |

SPECIAL (Specify)

10. DATE REPORT DUE IN O.P.: 31 May 1959

11. REPORTING PERIOD (From - To): 2 Mar 58 - 31 Mar 59

## SECTION B — EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

1 - Unsatisfactory | 2 - Barely adequate | 3 - Acceptable | 4 - Competent | 5 - Excellent | 6 - Superior | 7 - Outstanding

| SPECIFIC DUTY | RATING NO. |
|---|---|
| SPECIFIC DUTY NO. 1: Manages files of Restricted Projects | 4 |
| SPECIFIC DUTY NO. 2: Prepares pouches | 5 |
| SPECIFIC DUTY NO. 3: Name checks | 4 |
| SPECIFIC DUTY NO. 4: Prepares memoranda | 4 |
| SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 6 | |

## SECTION C — EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

1 - Performance in many important respects fails to meet requirements.
2 - Performance meets most requirements but is deficient in one or more important respects.
3 - Performance clearly meets basic requirements.
4 - Performance clearly exceeds basic requirements.
5 - Performance in every important respect is superior.
6 - Performance in every respect is outstanding.

RATING NO.: 4

## SECTION D — DESCRIPTION OF THE EMPLOYEE

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

1 - Least possible degree | 2 - Limited degree | 3 - Normal degree | 4 - Above average degree | 5 - Outstanding degree

| CHARACTERISTICS | NOT APPLICABLE | NOT OBSERVED | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|---|
| GETS THINGS DONE | | | | | | X | |
| RESOURCEFUL | | | | | | X | |
| ACCEPTS RESPONSIBILITIES | | | | | | X | |
| CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | | | | | X | | |
| DOES HIS JOB WITHOUT STRONG SUPPORT | | | | | | X | |
| FACILITATES SMOOTH OPERATION OF HIS OFFICE | | | | | X | | |
| WRITES EFFECTIVELY | | | | | X | | |
| SECURITY CONSCIOUS | | | | | | X | |
| THINKS CLEARLY | | | | | X | | |
| DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS | | | | | | X | |
| OTHER (Specify): | [redacted] | | | | | | |

SEE SECTION "F" ON REVERSE SIDE

SECRET
(When Filled In)

**SECTION E** — **NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

Since the previous Fitness Report, employee has been designated as the alternate to the Station's Records Officer. During periods when the Records Officer has been on duty elsewhere, this employee has assumed responsibility for the Station's records establishment and performed his duties in a competent manner. Based on these considerations, the ratings contained in Sections B, C, and D were determined. (Note Section D, items 1, 2, 3, 5, and 10.) Employee needs more experience in the following:

1. The analysis of intelligence material for file categorization (note Section D, Item 4);

2. Records Management techniques;

3. More experience in the interpretation of data in memoranda preparation (note Section D, Items 7 and 9).

His supervisor feels that considerable progress has been made on the points enumerated above, and as the employee gains experience, these weaknesses should reconcile themselves. His supervisor will continue to assign him duties designed to broaden his knowledge and effectiveness in records management. (Cont'd)

**SECTION F** — **CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**

*I certify that I have seen Sections A, B, C, D and E of this Report.*

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 20 May 1959 | /s/ |

**2. BY SUPERVISOR**

| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION |
|---|---|
| 17 months | |

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

| | |
|---|---|
| EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS | REPORT MADE WITHIN ... DAYS |
| OTHER (Specify): | |

| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 20 May 1959 | Records Officer | Lorenzo B. Sanchez |

OFFICE OF PERSONNEL CS FILE ROOM
Jun 10 2 44 PM '59

**3. BY REVIEWING OFFICIAL**

| | |
|---|---|
| X | I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION. |
| | I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION |
| | I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION |
| | I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE. |

COMMENTS OF REVIEWING OFFICIAL

| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
|---|---|---|
| 20 May 1959 | Acting Chief of Station | Warren L. Dean |

SECRET

SECRET

SECTION E (Continued)

His supervisor recommends the promotion of this employee to GS-6. It is felt that his promotion would assure the continued development of an employee who has the potential of a good records officer.

SECRET

SECRET
(When Filled In)

# FITNESS REPORT (Part I) PERFORMANCE

**INSTRUCTIONS**

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

**SECTION A. GENERAL**

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. SERVICE DESIGNATION |
|---|---|---|---|
| PICCOLO, Joseph S. | 8 December 1935 | Male | DS |

| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | 6. OFFICIAL POSITION TITLE |
|---|---|
| WHD/III/Mexico City | File Clerk |

| 7. GRADE | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) |
|---|---|---|
| GS-4 | | 2 December 1957 - 2 March 1958 |

| 10. TYPE OF REPORT (Check one) | | | | | |
|---|---|---|---|---|---|
| | X | INITIAL | | REASSIGNMENT-SUPERVISOR | SPECIAL (Specify) |
| | | ANNUAL | | REASSIGNMENT-EMPLOYEE | |

**SECTION B. CERTIFICATION**

1. FOR THE RATER: THIS REPORT [X] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

| | | | |
|---|---|---|---|
| X | THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. | | IF INDIVIDUAL IS RATED "1" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT. |
| | THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. | | I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify). |
| X | I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS. | | |

| B. THIS DATE | C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR | D. SUPERVISOR'S OFFICIAL TITLE |
|---|---|---|
| 19 March 1958 | Lorenzo B. SANCHEZ | Chief of Registry |

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

| | BY | DATE |
|---|---|---|
| Posted Pos. Control | [illegible] | 17 Apr 1958 |
| Reviewed by PUD | [illegible] | |

[ ] CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

| A. THIS DATE | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL | C. OFFICIAL TITLE OF REVIEWING OFFICIAL |
|---|---|---|
| 19 March 1958 | Winston M. SCOTT | Chief of Station |

**SECTION C. JOB PERFORMANCE EVALUATION**

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

INSERT RATING NUMBER: **5**

1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE. ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY. OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE. CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

14-00000

**SECRET**
(When Filled In)

C. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.
b. Rate performance on each specific duty considering ONLY effectiveness in performance of that specific duty.
c. For supervisors, ability to supervise will always be rated as a specific duty (*do not rate as supervisors those who supervise a secretary only*)
d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
f. Be specific. Examples of the kind of duties that might be rated are:

| | | |
|---|---|---|
| *ORAL BRIEFING* | *HAS AND USES AREA KNOWLEDGE* | *CONDUCTS INTERROGATIONS* |
| *GIVING LECTURES* | *DEVELOPS NEW PROGRAMS* | *PREPARES SUMMARIES* |
| *CONDUCTING SEMINARS* | *ANALYZES INDUSTRIAL REPORTS* | *TRANSLATES GERMAN* |
| *WRITING TECHNICAL REPORTS* | *MANAGES FILES* | *DEBRIEFING SOURCES* |
| *CONDUCTING EXTERNAL LIAISON* | *OPERATES RADIO* | *KEEPS BOOKS* |
| *TYPING* | *COORDINATES WITH OTHER OFFICES* | *DRIVES TRUCK* |
| *TAKING DICTATION* | *WRITES REGULATIONS* | *MAINTAINS AIR CONDITIONING* |
| *SUPERVISING* | *PREPARES CORRESPONDENCE* | *EVALUATES SIGNIFICANCE OF DATA* |

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

MAIL ROOM

DESCRIPTIVE RATING NUMBER

1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY
3 - PERFORMS THIS DUTY ACCEPTABLY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB
6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY

| SPECIFIC DUTY | RATING NUMBER | SPECIFIC DUTY | RATING NUMBER |
|---|---|---|---|
| SPECIFIC DUTY NO. 1: Manages files (chronos) | 5 | SPECIFIC DUTY NO. 4: Prepares memoranda | 4 |
| SPECIFIC DUTY NO. 2: Prepares pouches | 5 | SPECIFIC DUTY NO. 5: | |
| SPECIFIC DUTY NO. 3: Name checks | 4 | SPECIFIC DUTY NO. 6: | |

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Employee is competent, displays initiative and intelligence in approaching records management problems. He definitely likes records work and has supervisory potentialities. Employee needs more experience in the analysis of record material and composition of memoranda. He is conscientious and is a very hard-working employee.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual....*productivity, conduct on the job, pertinent personal characteristics or habits, special defects or talents*....and how he fits in with your team. Compare him with others doing similar work of about the same level.

RATING NUMBER: 5

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
2 - OF DOUBTFUL SUITABILITY. WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? [ ] YES [X] NO IF YES EXPLAIN FULLY:

**SECRET**

SECRET
(When Filled In)

# FITNESS REPORT (Part II) POTENTIAL

**INSTRUCTIONS**

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OP no later than 30 days after the due date indicated in item 8 of Section "E" below.

**SECTION E. GENERAL**

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. SERVICE DESIGNATION |
|---|---|---|---|
| PICCOLO, Joseph S. | 8 December 1935 | Male | DS |

| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | 6. OFFICIAL POSITION TITLE |
|---|---|
| WHD/III/Mexico City | File Clerk |

| 7. GRADE | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) |
|---|---|---|
| GS-4 | | 2 December 1957 - 2 March 1958 |

| 10. TYPE OF REPORT (Check one) | | | | | | |
|---|---|---|---|---|---|---|
| | X | INITIAL | | REASSIGNMENT-SUPERVISOR | | SPECIAL (Specify) |
| | | ANNUAL | | REASSIGNMENT-EMPLOYEE | | |

**SECTION F. CERTIFICATION**

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED

| A. THIS DATE | B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR | C. SUPERVISOR'S OFFICIAL TITLE |
|---|---|---|
| 19 March 1958 | Lorenzo B. SANCHEZ | Chief of Registry |

2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.

| A. THIS DATE | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL | C. OFFICIAL TITLE OF REVIEWING OFFICIAL |
|---|---|---|
| 19 March 1958 | Winston M. SCOTT | Chief of Station |

**SECTION G. ESTIMATE OF POTENTIAL**

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER: 5

1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? [X] Yes [ ] No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER

0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

| ACTUAL | POTENTIAL | DESCRIPTIVE SITUATION |
|---|---|---|
| 2 | 3 | A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHOSE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor) |
| 2 | 3 | A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors) |
| 0 | 0 | A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level) |
| 3 | 3 | WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT |
| 2 | 3 | WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION |
| 2 | 3 | WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX |
| | | OTHER (Specify) |

SECRET
(When Filled In)

OFFICE OF PERSONNEL

APR 15 2 15 PM '58

MAIL ROOM

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

Three months

4. COMMENTS CONCERNING POTENTIAL

Employee has the potential for a good records officer. Should he develop as rapidly throughout his tour as he has done in this initial period, he will be ready to assume the responsibility for the records establishment of any medium sized field station in his next assignment.

**SECTION H. FUTURE PLANS**

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Supervisor will give employee instruction in Records Management techniques, and every opportunity to gain experience in analysis of record material.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

Employee should be given a grade promotion as soon as practicable because he deserves it and so as to encourage him.

**SECTION I. DESCRIPTION OF INDIVIDUAL**

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

CATEGORY NUMBER
- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

| CATEGORY | STATEMENT | CATEGORY | STATEMENT | CATEGORY | STATEMENT |
|---|---|---|---|---|---|
| 4 | 1. ABLE TO SEE ANOTHER'S POINT OF VIEW | 4 | 11. HAS HIGH STANDARDS OF ACCOMPLISHMENT | 3 | 21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES |
| 3 | 2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | 4 | 12. SHOWS ORIGINALITY | 3 | 22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS |
| 4 | 3. HAS INITIATIVE | 4 | 13. ACCEPTS RESPONSIBILITIES | 4 | 23. IS THOUGHTFUL OF OTHERS |
| 3 | 4. IS ANALYTIC IN HIS THINKING | 4 | 14. ADMITS HIS ERRORS | 4 | 24. WORKS WELL UNDER PRESSURE |
| 3 | 5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS | 4 | 15. RESPONDS WELL TO SUPERVISION | 4 | 25. DISPLAYS JUDGMENT |
| 4 | 6. KNOWS WHEN TO SEEK ASSISTANCE | 4 | 16. DOES HIS JOB WITHOUT STRONG SUPPORT | 4 | 26. IS SECURITY CONSCIOUS |
| 4 | 7. CAN GET ALONG WITH PEOPLE | 3 | 17. COMES UP WITH SOLUTIONS TO PROBLEMS | 4 | 27. IS VERSATILE |
| 2 | 8. [illegible] | 4 | 18. IS [illegible] | 3 | 28. [illegible] |
| 4 | 9. GETS THINGS DONE | 3 | 19. THINKS CLEARLY | 4 | 29. [illegible] |
| [illegible] | 10. [illegible] | 3 | 20. [illegible] | | 30. [illegible] |

SECRET

SECRET
(When Filled In)

# FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

SECTION A. GENERAL

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. SERVICE DESIGNATION |
|---|---|---|---|
| PICCOLO Joseph S. | 8 Dec 1935 | M | DS |

| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | 6. OFFICIAL POSITION TITLE |
|---|---|
| FI RI—A&O | 0305.01 File Clerk |

| 7. GRADE | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) |
|---|---|---|
| GS-4 | | 4 Feb 1957 - 18 Oct 1957 |

10. TYPE OF REPORT (Check one): [ ] INITIAL [ ] ANNUAL [ ] REASSIGNMENT-SUPERVISOR [X] REASSIGNMENT-EMPLOYEE [ ] SPECIAL (Specify)

SECTION B. CERTIFICATION

1. FOR THE RATER: THIS REPORT [X] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT: Joseph S. Piccolo

A. CHECK (X) APPROPRIATE STATEMENTS:

| | | | |
|---|---|---|---|
| | THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. | | IF INDIVIDUAL IS RATED "1" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT. |
| X | THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. | | I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): |
| X | I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS. | | |

| B. THIS DATE | C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR | D. SUPERVISOR'S OFFICIAL TITLE |
|---|---|---|
| 21 October 1957 | Shirley Smith Shirley Smith | Desk Supervisor, RI/IN |

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

| | BY | DATE |
|---|---|---|
| Posted Pos. Control | [illegible] | |
| Reviewed by PUD | [illegible] | 12/3/57 |

[ ] CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

| A. THIS DATE | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL | C. OFFICIAL TITLE OF REVIEWING OFFICIAL |
|---|---|---|
| 22 October 1957 | August J. Zarichak | Supervisor, RI/IN Section |

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

RATING NUMBER: 4

1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

MAR 8 11 14 AM '21

FORM NO. 45 (Part I) 1 NOV 55 — REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45a WHICH ARE OBSOLETE.

SECRET

Performance

14-00000

SECRET
(When Filled In)

OFFICE OF PERSONNEL

NOV 20 11 19 AM '57
MAIL ROOM

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:
a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.
b. Rate performance on each specific duty considering ONLY effectiveness in performance of that specific duty.
c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
f. Be specific. Examples of the kind of duties that might be rated are:

| | | |
|---|---|---|
| ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | CONDUCTS INTERROGATIONS |
| GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES |
| CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN |
| WRITING TECHNICAL REPORTS | MANAGES FILES | DEBRIEFING SOURCES |
| CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS BOOKS |
| TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK |
| TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING |
| SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA |

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

DESCRIPTIVE RATING NUMBER
1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY
3 - PERFORMS THIS DUTY ACCEPTABLY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB
6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY

| SPECIFIC DUTY | RATING NUMBER | SPECIFIC DUTY | RATING NUMBER |
|---|---|---|---|
| SPECIFIC DUTY NO. 1: Conducting name checks to render case disposition. | 4 | SPECIFIC DUTY NO. 4 | |
| SPECIFIC DUTY NO. 2: Alphabetizing and filing index cards. | 4 | SPECIFIC DUTY NO. 5 | |
| SPECIFIC DUTY NO. 3 | | SPECIFIC DUTY NO. 6 | |

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject performed his duties effectively and competently. He gets along well with his fellow employees.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual....productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents,...and how he fits in with your team. Compare him with others doing similar work of about the same level.

RATING NUMBER: 5

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? ☐ YES ☒ NO. IF YES EXPLAIN FULLY:

SECRET

14-00000

SECRET
(When Filled In)

DS

# FITNESS REPORT (Part I) PERFORMANCE

**INSTRUCTIONS**

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section "A" below.

**SECTION A. GENERAL**

| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. SERVICE DESIGNATION |
|---|---|---|---|
| PICCOLO Joseph S. | 8 Dec 1935 | M | DS |

| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | 6. OFFICIAL POSITION TITLE |
|---|---|
| FI RI A&O | 0305.01 File Clerk |

| 7. GRADE | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) |
|---|---|---|
| GS-4 | | 4 Feb 1957 - 18 Oct 1957 |

10. TYPE OF REPORT (Check one): INITIAL [ ] ANNUAL [ ] REASSIGNMENT-SUPERVISOR [ ] REASSIGNMENT-EMPLOYEE [X] SPECIAL (Specify) [ ]

**SECTION B. CERTIFICATION**

1. FOR THE RATER: THIS REPORT [X] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

Joseph S. Piccolo

A. CHECK (X) APPROPRIATE STATEMENTS:

| | | | |
|---|---|---|---|
| [ ] | THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. | [ ] | IF INDIVIDUAL IS RATED "1" IN C1 OR D, A WARNING LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT. |
| X | THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. | [ ] | I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): |
| X | I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS. | | |

| B. THIS DATE | C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR | D. SUPERVISOR'S OFFICIAL TITLE |
|---|---|---|
| 21 October 1957 | Shirley Smith Shirley Smith | Desk Supervisor, RI/IN |

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

[ ] CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

| A. THIS DATE | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL | C. OFFICIAL TITLE OF REVIEWING OFFICIAL |
|---|---|---|
| 22 October 1957 | August J. Zarichak August J. Zarichak | Supervisor, RI/IN Section |

**SECTION C. JOB PERFORMANCE EVALUATION**

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

INSERT RATING NUMBER: 4

1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

14-00000

SECRET
(When Filled In)

**7. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES**

OFFICE OF PERSONNEL
NOV 20 11 19 AM '57
MAIL ROOM

DIRECTIONS
a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.
b. Rate performance on each specific duty considering ONLY effectiveness in performance of that specific duty.
c. For supervisors, ability to supervise will always be rated as a specific duty (except supervisors those who supervise a secretary only).
d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
f. Be specific. Examples of the kind of duties that might be rated are:

| | | |
|---|---|---|
| ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | CONDUCTS INTERROGATIONS |
| GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES |
| CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN |
| WRITING TECHNICAL REPORTS | MANAGES FILES | DEBRIEFING SOURCES |
| CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS BOOKS |
| TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK |
| TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING |
| SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA |

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

DESCRIPTIVE RATING NUMBER
1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY
3 - PERFORMS THIS DUTY ACCEPTABLY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB
6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY

| SPECIFIC DUTY NO. 1 | RATING NUMBER | SPECIFIC DUTY NO. 4 | RATING NUMBER |
|---|---|---|---|
| Conducting name checks to render case disposition. | 4 | | |
| **SPECIFIC DUTY NO. 2** | **RATING NUMBER** | **SPECIFIC DUTY NO. 5** | **RATING NUMBER** |
| Alphabetizing and filing index cards. | 4 | | |
| **SPECIFIC DUTY NO. 3** | **RATING NUMBER** | **SPECIFIC DUTY NO. 6** | **RATING NUMBER** |
| | | | |

**8. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject performed his duties effectively and competently.
He gets along well with his fellow employees.

**SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION**

DIRECTIONS: Take into account here everything you know about the individual....*productivity, conduct on the job, pertinent personal characteristics or habits, special defects or talents*....and how he fits in with your team. Compare him with others doing similar work of about the same level.

RATING NUMBER: 5

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? [ ] YES [X] NO IF YES EXPLAIN FULLY:

SECRET

14-00000

SECRET
(When Filled In)

# TRAINING EVALUATION--CLERICAL INDUCTION

SECTION I — IDENTIFYING INFORMATION

| NAME OF STUDENT | SEX | DATES OF ATTENDANCE | |
|---|---|---|---|
| PICCOLO, Joseph S. | M | FULL | 11-15 February 1957 |
| DATE OF BIRTH: 8 December 1935 | EOD DATE: 4 February 1957 | TITLE AND GRADE: File Clerk | GS-4 |

SECTION II — CHARACTERISTICS OF THE COURSE

Each course subject is taught daily in 45-minute sessions for a 5-day period. Students who do not meet Agency standards in shorthand and/or typewriting within this 5-day period receive further instruction in an attempt to meet the established qualifications. The second week of geography instruction is given to students who have not been assigned to their positions.

SECTION III — OBJECTIVES

To develop speed and accuracy in shorthand, to take dictation at a minimum of 80 words per minute for 3 minutes, and to transcribe with 5 or fewer errors in not more than 15 minutes. (For qualification, students must meet this requirement at least once.)

To develop speed and accuracy in typewriting and to type a net score of 40 words per minute on a 10-minute writing (Score attained after deduction of errors). (For qualification, students must meet this requirement at least once.)

To review the fundamentals of grammar, punctuation and capitalization, and word usage, and to aid the students in applying these principles of correct English usage.

To familiarize students with countries, capitals, products, political situations, and communist attitudes of Europe and Asia. (These continents are covered in alternate weeks.)

To introduce students to the system of filing as outlined in the Agency's "Handbook for Subject Filing."

SECTION IV — RATINGS

Each student is not assigned to all course subjects. The subjects this student has completed are those for which ratings are recorded below.

| | | | | | | |
|---|---|---|---|---|---|---|
| SHORTHAND | WPM | ERRORS | | QUALIFIED | YES | NO |
| TYPEWRITING | WPM | ERRORS | NET | QUALIFIED | YES | NO |

NOTE: Student met Agency standards in the following subjects before entrance to course: SHORTHAND / TYPEWRITING

| SUBJECT | RATINGS IN | POOR | FAIR | SATISFACTORY | EXCELLENT |
|---|---|---|---|---|---|
| GRAMMAR | THIS CLASS | | | | |
| | CLASSES | | | | |
| PUNCTUATION AND CAPITALIZATION | THIS CLASS | | | | |
| | CLASSES | | | | |
| WORD USAGE | THIS CLASS | | | | |
| | CLASSES | | | | |

NUMBERS INDICATE HOW MANY STUDENTS RECEIVED EACH RATING. THE ASTERISKS INDICATE THIS STUDENT'S RATINGS.

EXCELLENT - - - thorough knowledge of material presented and above-average performance in meeting course goals.
SATISFACTORY - - average knowledge of material presented and adequate performance in meeting course goals.
FAIR - - - - - - borderline knowledge of material presented and limited performance in meeting course goals.
POOR - - - - - - inadequate knowledge of material presented and unsatisfactory performance in meeting course goals.

Instruction in geography and in filing provides background information. Consequently, achievement is not measured in these subjects. Participation is indicated below.

GEOGRAPHY [illegible] X [illegible] FILING [illegible]

SECTION V — COMMENTS

[illegible]

[illegible] | SIGNATURE OF [illegible]: [illegible]

FORM NO. 321 [illegible] SECRET [illegible]

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(When Filled In)

THIS INFORMATION IS FOR AUTHORIZED PERSONS ONLY. TEST SCORES ARE NOT TO BE REVEALED TO EXAMINEE.

# EVALUATION OF TEST RESULTS (CLERICAL)

DATE: 5 June 1956

| NAME | GRADE AND POSITION | PERSONNEL OFFICER |
|---|---|---|
| PICCOLO, Joseph Stephan | GS-4 Clerk | Mr. Rader |

THIS REPORT IS PROVIDED AS A SERVICE OF THE ASSESSMENT AND EVALUATION STAFF, OFFICE OF TRAINING, TO ASSIST APPROPRIATE OFFICIALS IN REACHING DECISIONS ABOUT THIS INDIVIDUAL. IT IS NOT INTENDED THAT YOUR DECISION BE BASED ON RESULTS OF TESTS ALONE, BUT THAT YOU COMBINE THIS INFORMATION WITH WHAT YOU KNOW ABOUT HIS BACKGROUND OF EDUCATION AND EXPERIENCE.

THIS REPORT EVALUATES THE SUBJECT'S PERFORMANCE ON SEVERAL TESTS BY SHOWING HOW WELL HE HAS DONE IN COMPARISON WITH OTHERS TESTED AT CIA FOR THE SAME GRADE LEVEL IN THE SAME KIND OF WORK. SCORE DISTRIBUTIONS FOR EACH TEST AT EACH GRADE LEVEL ARE SUB-DIVIDED TO DERIVE THE DESCRIPTIVE RATINGS BELOW AS FOLLOWS: VERY HIGH - HIGHEST 10%, HIGH - NEXT LOWER 15%, ABOVE AVERAGE - NEXT LOWER 15%, AVERAGE - MIDDLE 20%, BELOW AVERAGE - NEXT LOWER 15%, LOW - NEXT LOWER 15%, VERY LOW - LOWEST 10%.

**NOTE:** *It is important that you remember two essential points as you review this report:*

1. *This evaluation is applicable only for the grade and position stated above. Re-evaluation is necessary if an individual is to be considered for any other grade, and may be requested by the Placement Officer.*
2. *All tests are not of equal importance for every position. It will therefore be necessary for you to recognize the relative importance of each test to the specific requirements of the position for which this person is being considered.*

| NAME OF TEST | VERY LOW 10% | LOW 15% | BELOW AVERAGE 15% | AVERAGE 20% | ABOVE AVERAGE 15% | HIGH 15% | VERY HIGH 10% |
|---|---|---|---|---|---|---|---|
| CLERICAL SPEED AND ACCURACY | | | ✓ | | | | |
| SPELLING | | | | ✓ | | | |
| SENTENCES | | | | | ✓ | | |
| NUMERICAL ABILITY | | | | | | ✓ | |
| ABSTRACT REASONING | | | | | ✓ | | |
| SPACE RELATIONS | | | | | | | |
| MECHANICAL REASONING | | | | | | | |
| VERBAL REASONING | | | | | | | |
| LA-B | | | | | | | |

| TYPING TEST | | | SHORTHAND TEST | | | |
|---|---|---|---|---|---|---|
| GROSS | NET | ERRORS | FORM | LETTER I | LETTER II | LETTER III |
| | | | | | | |

LANGUAGE BACKGROUND

SUBJECT STATED THAT HE(SHE) LEARNED THE ____________ LANGUAGE BEFORE LEARNING ENGLISH AND THAT HE(SHE) IS MORE PROFICIENT AT THIS TIME IN ____________

THESE FACTS ARE BROUGHT TO YOUR ATTENTION SINCE IT IS POSSIBLE THAT A SERIOUS DIFFICULTY WITH THE ENGLISH LANGUAGE COULD IMPAIR PERFORMANCE ON THESE TESTS TO SOME DEGREE.

REMARKS:

DESCRIPTIONS OF THESE TESTS ARE GIVEN ON REVERSE SIDE OF THIS REPORT

FORM NO. 2674 USE PREVIOUS EDITIONS
1 JUL 54

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(13-98)

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*(When Filled In)*

| TEST | DESCRIPTION |
|---|---|
| CLERICAL SPEED AND ACCURACY | A test of speed and accuracy of response in a simple perceptual task. Measures ability to perceive, retain momentarily, and correctly respond to simple number and letter combinations. JUN 6 11 01 AM '55 |
| SPELLING | A test of ability to distinguish between correctly and incorrectly spelled words of everyday usage found to be most frequently mispelled. |
| SENTENCES | A test of ability to distinguish errors in spelling, punctuation, and grammar in sentences. |
| NUMERICAL ABILITY | A test of ability to reason with numbers, to manipulate numerical relationships, and to deal with quantitative materials. No verbal element is present in the format of the problems. |
| ABSTRACT REASONING | A non-verbal test of reasoning ability. Measures ability to perceive relationships in changing abstract figure patterns and to generalize changes into operating principles. |
| SPACE RELATIONS | A test of ability to visualize and mentally manipulate forms and patterns in three-dimensional space. |
| MECHANICAL REASONING | A test of ability to understand and apply mechanical and physical principles presented pictorially in familiar settings. |
| VERBAL REASONING | A verbal test of reasoning ability. Measures ability to abstract, generalize, and think constructively from concepts presented in word analogies. |
| LEARNING ABILITY Form 5 | A test of general mental ability consisting of questions on vocabulary, arithmetical reasoning, and verbal analogies. |
| TYPING | A ten-minute straight copy test of speed and accuracy in typing material of average difficulty. Typing scores are reported as follows:<br>Gross - Total words per minute.<br>Net - Gross words per minute minus 1 for each error made.<br>Errors - Total Number |
| SHORTHAND | A test composed of three typical business letters dictated at different speeds as follows: Letter I: 60 words per minute; Letter II: 80 words per minute; Letter III: 100 words per minute. Maximum possible scores are as follows:<br>Letter I / Letter II / Letter III<br>Form A: 49 / 50 / 60<br>Form B: 50 / 51 / 49<br>Form C: 50 / 50 / 50 |

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14-00000

ADMINISTRATIVE
Internal Use Only

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

| SERIAL NO. | NAME | | |
|---|---|---|---|
| | LAST (Print) | FIRST | MIDDLE |
| 1-6 | | 7-24 | |
| 025658 | PICCOLO | JOSEPH | S |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S | | | DEPARTURE O/S | | | TYPE OF DATA | | O/P USE ONLY | | COUNTRY | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| MONTH | DAY | YEAR | MONTH | DAY | YEAR | 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION | CODE | | | | CODE |
| 25-26 | 27-28 | 29-30 | 31-32 | 33-34 | 35-36 | | 37 | 38 | 39 | | 40-42 |
| | | | | | | | | | | | |

TDY DATES OF SERVICE

| ARRIVAL O/S | | | DEPARTURE O/S | | | TYPE OF DATA | | O/P USE ONLY | | AREA(S) | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| MONTH | DAY | YEAR | MONTH | DAY | YEAR | 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION | CODE | | | | CODE |
| 25-26 | 27-28 | 29-30 | 31-32 | 33-34 | 35-36 | | 37 | 38 | 39 | | 40-42 |
| 01 | 20 | 77 | 01 | 24 | 77 | | | | | WEST HEM | 811 |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| ✓ | TRAVEL VOUCHER | | DISPATCH |
| | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO. LA 137-77

DOCUMENT DATE/PERIOD 20 JAN 77 to 24 JAN 77

REMARKS

| PREPARED BY | | REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|---|
| | OCO | | |
| ✓ | C & L DIVISION, OTHER. | DATE 2/10/77 | SIGNATURE Ernest Brooker |
| | C & T DIVISION | | |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 1451a

ADMINISTRATIVE-Internal Use Only

14-00000

C O N F I D E N T I A L

MEMORANDUM FOR: Joseph S. Piccolo

SUBJECT : Acknowledgment of Evaluation Board Functional Category

REFERENCE : Evaluation Board Precepts for Your Grade

1. Based upon an examination of your past assignments and duties, and after considering likely future assignments, you have been placed (subject to your signature below) in the functional category DOG for Evaluation Board purposes. Precise definitions of this category are contained in the Evaluation Board precepts for your grade. This placement is made in order that your performance, growth potential, and career planning may be judged against officers similarly placed professionally. YOU ARE URGED TO STUDY THE PRECEPTS AND CONSIDER YOUR OWN CASE CAREFULLY.

2. In general, you should consider the following;

a. Categories are sharply defined. Competition is within categories, not between them. Thus, a weak B/OG performance is not strengthened by reclassifying it as B/OS.

b. A change in category after sustained performance in a different category may cause a temporary loss of momentum in your career advancement until you have demonstrated proficiency in your new assignment.

c. A category change should not be initiated for the period of a temporary, training or rotational assignment unless a permanent change of career track will follow.

3. If you believe that this is not the correct category for you because the substantive nature of your job more closely approximates another category or because you have made a permanent change of career track, please take the matter up through your command channel to secure the concurrence of your component of assignment or of your home base component, as appropriate, to a change of your category. Previously assigned and acknowledged categories will remain in effect until a fully executed acknowledgment of change is received by the Career Management Staff.

4. Please sign and date this notification in the space provided and return it to your Personnel Evaluation and Management Officer or to your Personnel Officer.

ACKNOWLEDGED:

Joseph S. Piccolo

Signature of Addressee

11 April 1972

Date

C O N F I D E N T I A L

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# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

FILED / CHECKED BY

| SERIAL NO. 1-6 | NAME: LAST (Print) | FIRST 7-24 | MIDDLE | |
|---|---|---|---|---|
| 025658 | PICCOLO | JOSEPH | S. | JR. |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 98, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | |

TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 06 | 12 | 76 | 06 | 27 | 76 | | 2 | | | AFRICA | 803 |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| x | TRAVEL VOUCHER | | DISPATCH |
| | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO. CJ 106-76

DOCUMENT DATE/PERIOD 6/12/76

REMARKS

| PREPARED BY | REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| OCA | | |
| ✓ O & L DIVISION, CTRD. | DATE 7-27-76 | SIGNATURE C. Wallot |
| C & T DIVISION | | |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 1451a

ADMINISTRATIVE-Internal Use Only

(4-10)

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(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

FILE

| SERIAL NO. 1-6 | NAME LAST (Print) | FIRST 7-24 | MIDDLE |
|---|---|---|---|
| C25658 | PICCOLO | JOSEPH | S. |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 50, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | |

TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 08 | 25 | 76 | 09 | 03 | 76 | | 2 | | | EUROPE | 801 |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | |
|---|---|
| ✓ TRAVEL VOUCHER | DISPATCH |
| CABLE | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| OTHER (Specify) | |

DOCUMENT IDENTIFICATION NO. CI 25-76

DOCUMENT DATE/PERIOD 8-22-76

REMARKS

| PREPARED BY | REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| ☐ | DATE | SIGNATURE |

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FORM 1951a OBSOLETE PREVIOUS EDITIONS

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# RESIDENCE AND DEPENDENCY REPORT

AN ORIGINAL OF THIS FORM WILL BE EXECUTED BY EACH EMPLOYEE AT THE TIME OF HIS APPOINTMENT AND WHEN A CHANGE OCCURS IN THE INFORMATION SHOWN BELOW. ITEMS OF CHANGE MAY BE REPORTED IN THE APPROPRIATE BLOCKS WITHOUT COMPLETING THE REMAINDER OF THE FORM EXCEPT THE EMPLOYEE'S SIGNATURE AND DATE. WHEN EXECUTING ITEM 4 ALSO COMPLY WITH HHB 20-7, PERSONNEL EMERGENCY AND LOCATOR RECORDS. THIS FORM WILL BE COMPLETED ONLY BY HEADQUARTERS PERSONNEL AND NOT SENT TO THE FIELD. FORM WILL BE FILED IN THE EMPLOYEE'S OFFICIAL PERSONNEL FOLDER.

## GENERAL

NAME OF EMPLOYEE (Last) PICCOLO (First) Joseph (Middle) Stephan Jr.

## 1. MARITAL STATUS (Check one)

[ ] SINGLE [X] MARRIED [ ] SEPARATED [ ] DIVORCED [ ] WIDOWED [ ] ANNULLED

IF MARRIED, PLACE OF MARRIAGE: Falls Church, Virginia

DATE OF MARRIAGE: 14 Feb 1967

IF DIVORCED, PLACE OF DIVORCE DECREE:

DATE OF DECREE:

## 2. MEMBERS OF FAMILY

| NAME OF SPOUSE | ADDRESS (No., Street, City, State, Zip Code) | TELEPHONE NO. |
|---|---|---|
| Norma W. Piccolo | 2627 Mattox Creek Dr. Oakton, Va. 22124 | (703) 620-4130 |

| NAMES OF CHILDREN | ADDRESS | SEX | DATE OF BIRTH |
|---|---|---|---|
| Burgundy R. Piccolo | Same | F | 17 May 71 |
| Normandy D. Piccolo | Same | F | 23 Feb 70 |

| NAME OF FATHER (or male guardian) | ADDRESS | TELEPHONE NO. |
|---|---|---|
| Joseph Piccolo Sr. | 1636 N.E. 20th Street Fort Lauderdale, Fla. 33305 | (305) 564-5834 |

| NAME OF MOTHER, INCLUDING MAIDEN NAME (or female guardian) | ADDRESS | TELEPHONE NO. |
|---|---|---|
| Irene A. Sutor Piccolo | 1636 N.E. 20th Street Fort Lauderdale, Florida 33305 | (305) 564-5834 |

WHAT MEMBER(S) OF YOUR FAMILY (IF ANY) HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY: Both Parents and my In-Laws are aware.

## 3. OTHER RELATIVES WHO ARE DEPENDENT UPON ME FOR AT LEAST 51% OF THEIR SUPPORT AND MEET OTHER REQUIREMENTS IN TRAVEL REGULATIONS (HB 23-14). SPECIFY NAMES AND RELATIONSHIPS.

| NAME | DATE OF BIRTH | RELATIONSHIP |
|---|---|---|
| None | | |

## 4. PERSON RESIDING IN U.S. TO BE NOTIFIED IN CASE OF EMERGENCY

NAME (Mr., Mrs., Miss) (Last-First-Middle): Mrs. PICCOLO, Irene A.

RELATIONSHIP: Mother

HOME ADDRESS (No., Street, City, State, Zip Code) and name of employer if applicable: 1636 N.E. 20th Street, Fort Lauderdale, Fla. 33305

HOME TELEPHONE NUMBER: (305) 564-5834

BUSINESS ADDRESS (No., Street, City, State, Zip Code, and name of employer if applicable): N/A

BUSINESS TELEPHONE & EXTENSION:

IS THE INDIVIDUAL NAMED ABOVE AWARE OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.) X

IS THE INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.) X

DOES THIS INDIVIDUAL KNOW THAT HE WAS NOT [illegible] OF YOUR EMERGENCY [illegible] (If [illegible] explain why in item 8.) X

The persons named in item 2 or 4 above may also be notified in case of emergency. If such notification is not [illegible] because of [illegible] or [illegible] please so state in item 8 on the reverse side of this form.

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5. VOLUNTARY ENTRIES

Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.

INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.

Joseph S. Piccolo Jr. & Norma W. Piccolo (Joint Accounts)

Potomac Bank & Trust Co. (Checking and Savings)
10355 Lee Highway (Safe Deposit Box)
Fairfax, Virginia 22030

ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? [X] YES [ ] NO

IF YES, DO YOU HAVE A JOINT ACCOUNT? [X] YES [ ] NO

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? [X] YES [ ] NO. (If "Yes" where is document located?)

Safe Deposit Box, Potomac Bank & Trust. (Copy with Parents)

HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS?
[X] YES [ ] NO. (If "Yes" give name(s) and address) Specified in Will, Initial contact would be In-Laws. Mrs. Bertha G. Wyatt, 6633 Hoadly Road, Manassas, Va. 22110

HAVE YOU EXECUTED A POWER OF ATTORNEY? [X] YES [ ] NO. (If "Yes", who possess the power of attorney?)

My Wife.

6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

7. RESIDENCE DATA - TO BE COMPLETED ONLY BY EMPLOYEES ENTERING ON DUTY
(No Approval Required)

RESIDENCE WHEN EMPLOYED (Full Address)

PERMANENT PLACE OF RESIDENCE AS DEFINED IN HR 22-5 (Full Address)

2857 Mattox Creek Drive,
Oakton, Virginia 22124

8. CHANGE IN PERMANENT PLACE OF RESIDENCE (See HR 22-5)
(To Be Completed by Employee Desiring Such Change While Assigned in Headquarters)

FULL ADDRESS
Mr. Norman H. Wyatt (In-Laws)
6633 Hoadly Road
Manassas, Va. 22110

DEPUTY DIRECTOR OR DESIGNEE | DATE

DIRECTOR OF PERSONNEL (When applicable per HR 22-5) | DATE

SIGNED AT: Washington D.C.

DATE: 28 Feb 77

SIGNATURE: Joseph S. Piccolo, Jr. [illegible]

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# SERVICE ABROAD AGREEMENT

## I. GENERAL

IT IS UNDERSTOOD THAT YOU AGREE TO SERVE THE PERIOD OF SERVICE ABROAD PRESCRIBED IN SECTION II BELOW AND THAT THE GOVERNMENT IS OBLIGATED TO RETURN YOU, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS UPON THE SATISFACTORY COMPLETION OF THIS PERIOD. YOUR ALLOWABLE EXPENSES WILL BE DETERMINED IN ACCORDANCE WITH AGENCY REGULATIONS.

IF YOU TERMINATE YOUR PERMANENT ASSIGNMENT OUTSIDE THE CONTINENTAL UNITED STATES BEFORE YOU COMPLETE 12 MONTHS OF CREDITABLE SERVICE FOLLOWING THE DATE OF YOUR ARRIVAL ABROAD, YOU WILL BE REQUIRED TO REIMBURSE THE GOVERNMENT FOR ALL EXPENSES IT INCURS IN THE TRAVEL AND TRANSPORTATION OF YOU, YOUR DEPENDENTS, YOUR HOUSEHOLD AND PERSONAL EFFECTS TO YOUR POST. IF YOU FAIL TO COMPLETE YOUR PRESCRIBED TOUR OF DUTY ABROAD YOU WILL NOT BE ENTITLED TO THE RETURN TRAVEL AND TRANSPORTATION OF YOURSELF, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS TO THE UNITED STATES. IF, HOWEVER, AGENCY OFFICIALS DETERMINE THAT YOUR EARLY DEPARTURE IS NECESSARY FOR OFFICIAL REASONS, OR FOR PERSONAL REASONS OF SIGNIFICANT INTEREST TO THE GOVERNMENT, THEY MAY WAIVE THE REIMBURSEMENT OF EXPENSES ALREADY INCURRED, OR AUTHORIZE YOUR RETURN TRAVEL AND TRANSPORTATION, WHICHEVER IS APPLICABLE.

IF ELIGIBLE UNDER THE TERMS OF HR 20-30, YOU WILL BE GRANTED HOME LEAVE AS SOON AS IT CAN BE ARRANGED AT GOVERNMENT CONVENIENCE AFTER COMPLETION OF YOUR PRESCRIBED TOUR OF DUTY, PROVIDED YOU HAVE SERVED AT LEAST 18 MONTHS OF CONTINUOUS CREDITABLE SERVICE OUTSIDE THE UNITED STATES. HOME LEAVE AND HOME LEAVE TRAVEL ARE CONTINGENT UPON YOUR WILLINGNESS TO RETURN, AND CONTEMPLATION BY AGENCY OFFICIALS THAT YOU WILL RETURN TO SERVICE OUTSIDE THE UNITED STATES IMMEDIATELY AFTER HOME LEAVE OR UPON COMPLETION OF AN ASSIGNMENT IN THE UNITED STATES.

YOU ARE ADVISED THAT ANY MONIES DUE YOU FROM THE GOVERNMENT MAY BE APPLIED IN LIQUIDATION OF ANY INDEBTEDNESS ARISING FROM VIOLATION OF THIS AGREEMENT. YOU WILL BE AFFORDED ALL NORMAL RECOURSE IN APPEALING DECISIONS MADE PURSUANT TO THIS AGREEMENT.

| NAME OF EMPLOYEE | SD |
|---|---|
| PICCOLO, Joseph S. Jr. | D |

## II. TOUR OF DUTY ABROAD

1. NAME OF POST OF ASSIGNMENT

Mexico City, Mexico

2. PERIOD OF SERVICE ABROAD AS PRESCRIBED IN A, B, OR C BELOW

A. STANDARD TOUR OF DUTY OF 24 MONTHS X

[illegible]

B. NONSTANDARD TOUR OF DUTY OF ______ MONTHS PREVIOUSLY APPROVED PER HR 20-18

OPERATING OFFICIAL [signature]

C. NONSTANDARD TOUR OF DUTY OF ______ MONTHS FOR THIS TOUR ONLY FOR THE EMPLOYEE SIGNING THIS AGREEMENT. (See HR 20-18)

REQUESTED (Memo attached)

OPERATING OFFICIAL

CONCUR

CAREER SERVICE | DEPUTY DIRECTOR

APPROVED

DIRECTOR OF PERSONNEL

## III. PERMANENT PLACE OF RESIDENCE

3. YOUR "PERMANENT PLACE OF RESIDENCE" IS A PLACE TO WHICH ALLOWABLE TRAVEL AND TRANSPORTATION EXPENSES MAY BE [illegible]. ITS DESIGNATION WILL BE KEPT IN YOUR OFFICIAL PERSONNEL FOLDER.

4. [illegible]

FORM 3180 [illegible]

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[illegible]

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(When Filled In)

| 5. PHYSICAL DWELLING PLACE (Permanent Place of Residence unless address in item 6 is approved in lieu thereof) | | 6. OTHER PLACE REQUESTED (Requested Permanent Place of Residence if different from item 5) | |
|---|---|---|---|
| FULL ADDRESS<br>2687 Mattox Creek Drive<br>Oakton, Virginia 22124 | | FULL ADDRESS<br>N/A | |
| | | CONCUR | |
| | | DEPUTY DIRECTOR | DATE |
| APPROVED | | APPROVED | |
| DEPUTY DIRECTOR<br>[signature] | DATE<br>3/9/91 | DIRECTOR OF PERSONNEL | DATE |

IV. HOME LEAVE POINT

7. AMONG THE PLACES YOU MAY REQUEST AS A HOME LEAVE POINT ARE: YOUR PERMANENT PLACE OF RESIDENCE SHOWN ABOVE, HEADQUARTERS AREA, AND WHERE YOUR CHILDREN, PARENTS, PARENTS-IN-LAW, BROTHERS, SISTERS, BROTHERS-IN-LAW, OR SISTERS-IN-LAW RESIDE.

8. YOU MAY REQUEST FOR APPROVAL SOME OTHER POINT SUBJECT TO THE PROVISIONS OF HR 20-30B(3)(C). THE REQUEST MUST BE ACCOMPANIED BY A MEMORANDUM EXPLAINING THE CIRCUMSTANCES.

| 9. DESIGNATION PER ITEM 7 ABOVE | | 10. DESIGNATION PER ITEM 8 ABOVE. | |
|---|---|---|---|
| FULL ADDRESS,<br>6633 Hoadly Road<br>Manassas, Virginia 22110 | | FULL ADDRESS | |
| | | CONCUR | |
| RELATIONSHIP OF RELATIVE AT HOME LEAVE POINT<br>Parents-in-law | | DEPUTY DIRECTOR | DATE |
| APPROVED | | APPROVED | |
| DEPUTY DIRECTOR<br>[signature] | DATE<br>3/9/91 | DIRECTOR OF PERSONNEL | DATE |

EMPLOYEE CERTIFICATION

I have read and understand my service obligations and travel entitlements as described in this agreement.

| SIGNATURE OF EMPLOYEE | DATE |
|---|---|
| [signature] | 28 Feb 19[illegible] |

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# QUALIFICATIONS SYSTEM RECORD CHANGE

## APPLICANT CODING DATA

| 1. ID | 2. APPL. NO. 6-DIGITS | 3. NAME MUST CONTAIN 20-DIGITS |
|---|---|---|
| 2 | | |

| 4. DATE OF BIRTH MO | DA | YR | 5. DATE CODED MO | DA | YR |
|---|---|---|---|---|---|
| | | | | | |

THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.

## LANGUAGE CODING DATA - FORM 444c

| 1. ID | 2. EMPLOYEE NO. | 3. NAME 3-LETTERS | 4. LANGUAGE DATA CODE BASE CODE | R | W | P | S | U | T | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| 3 | | | | | | | | | | |

| 5. DATE SUBMITTED MO | DA | YR | 6. DATE OF BIRTH MO | DA | YR |
|---|---|---|---|---|---|
| | | | | | |

WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO++LANGUAGE" (12-DIGITS)

## LANGUAGE PROFICIENCY TEST DATA

| 1. ID | 2. EMPLOYEE NO. | 3. NAME 3-LETTERS | 4. CODE C-A-D | 5. LANGUAGE DATA BEFORE TEST BASE CODE | R | W | P | S | U | T | YR |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 5 | 025658 | PIC | C | BL18 | 1 | 3 | 1 | 1 | 1 | 4 | 69 |

| 6. LANGUAGE DATA AFTER TEST BASE CODE | R | W | P | S | U | T | YR | 7. DATE OF TEST MO | DA | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| BL18 | 1 | 3 | 1 | E | 1 | 4 | 76 | 02 | 11 | 76 |

DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA.

## QUALIFICATIONS RECORD CHANGE

| 1. ID | 2. EMP/APPL NO. | 3. NAME 3-LETTERS |
|---|---|---|
| 4 | | |

ENTER UNDER "TYPE" -
A - ADDITION TO RECORD
C - CHANGE TO EXISTING RECORD
D - DELETION OF DATA FROM EXISTING RECORD

| TYPE | CODE # 1 BASE | 1 | 2 | 3 | YR | CODE # 2 BASE | 1 | 2 | 3 | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |
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# CERTIFICATION OF LANGUAGE PROFICIENCY

| 1. EMPLOYEE NO. | 2. NAME (LAST-FIRST-MIDDLE) | 3. TYPE CHANGE (A = ADD, C = CHANGE, D = DELETE) | CODE | 4. LANGUAGE DATA PRIOR TO TEST (LAN.CODE, R, W, P, S, U, I/T, YEAR) |
|---|---|---|---|---|
| 135154 | PICCOLO, JOSEPH S. | | | |

| 5. LANGUAGE DATA AFTER TEST (LAN.CODE, R, W, P, S, U, I/T, YEAR) | 6. DATE TESTED | 7. DATE OF BIRTH | 8. GRADE | 9. OFFICE OR DIVISION |
|---|---|---|---|---|
| | 02/11/76 | 12/12/35 | 13 | LA |

NOTICE TO PERSON TESTED

10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN SPANISH BL18 (NAME OF LANGUAGE) AND YOUR TEST SCORES ARE AS FOLLOWS:

| READING | WRITING | PRONUNCIATION | SPEAKING | UNDERSTANDING |
|---|---|---|---|---|
| I+ | + | + | E | I |

TEST RATINGS: Z = ZERO, I = INTERMEDIATE, S = SLIGHT, H = HIGH, E = ELEMENTARY, N = NATIVE

11. REMARKS: "+" Indicates not tested or Pronunciation included in Speaking grade)

DATE

12. SIGNATURE

13. TEST NUMBER
27137

FORM 1-74 1273 USE PREVIOUS EDITIONS (10-45) ~~CONFIDENTIAL~~ SECRET E2, IMPDET CL. BY: 007622 1 - CP/OAB

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ACTION # INFO RF. FILE VR C/IPAN C/CI4

T 839692 EIA497 PAGE 01 IN 889961

TOR:1415532 APR 76 LIMA 32942

S E C R E T 1415192 APR 76 STAFF

Joseph S. Piccolo

CITE LIMA 32942

TO: DIRECTOR.

RYBAT SAGHART

1. WISH COMPLIMENT MESSRS. PICCOLO AND SILEO ON THEIR HANDLING OF CI SURVEY AT LIMA. THEY WERE WELL PREPARED IN ADVANCE, WORKED HARD HERE, AND WERE VERY SELF SUFFICIENT, CAUSING MINIMUM DISRUPTION OF STATION ACTIVITES. THEY DUG DEEPLY BUT MADE A GREAT EFFORT TO BE CONSTRUCTIVE AT ALL TIMES, RATHER THAN JUST PLAIN CRITICAL. ONCE WE GOT GOING THE FEELING THAT WE WERE BEING INSPECTED QUICKLY DISAPPEARED AND WAS REPLACED BY ONE OF TEAMWORK.

2. ASIDE FROM PROVIDING HQS WITH OUR CI PROFILE, BENEFITS ACCRUED TO THE STATION FROM THE SURVEY. IT MOTIVATED A USEFUL SELF-ANALYSIS BEFORE THE TEAM ARRIVED. THE TEAM'S STUDY OF HQS FILES, WHICH MOST OF US HAD NEVER READ, UNCOVERED VARIOUS INDICATORS WHICH GAVE BETTER PERSPECTIVE TO MANY OF OUR CASES. THE INFORMAL FRANK DISCUSSIONS RESULTED IN A NUMBER OF IDEAS FOR CHANGES WHICH WE WILL MAKE. WE LOOK FORWARD TO RECEIVING THE TEAM'S FORMAL REPORT, AT WHICH TIME WE WILL COMMENT ON ACTIONS TAKEN AND PLANNED. AND PROVIDE A FEW IDEAS WHICH MIGHT BE USEFUL FOR FUTURE SURVEYS.

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| ACTION # | | | 3 | 6 |

T 839692 EIA497 PAGE 02-02 IN 889961

TOR:141553Z APR 76 LIMA 32942

3. NO FILE. E2 IMPDET

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RF FILE VR. 1000 2

C/CI

E/EJ ONLY

T 032600 EIA582 PAGE 01-01 IN 963669

TOR:281314Z JUN 76 ADDI 30375

S E C R E T 281305Z JUN 76 STAFF

CITE ADDIS ABABA 30375

TO: DIRECTOR.

WISH COMMEND MESSERS PICCOLO AND THOMPSON FOR EXCELLENT PROFESSIONAL WORK IN ADDIS ABABA. DURING RECENT CI SURVEY. BOTH OFFICERS MADE DETAILED STUDIES OF CASES, FILES AND STATION ACTIVITIES THAT RESULTED IN SOUND ORAL RECOMMENDATIONS FOR IMPROVEMENT. WE ARE IMPLEMENTING THESE RECOMMENDATIONS AT ONCE. SURVEY WAS EXTREMELY VALUABLE FOR ALL STATION PERSONNEL. E2 IMPDET

Joseph L Piccolo

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## REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

FILE PUNCHED BY [initials]

| SERIAL NO. 1-6 | NAME LAST (Print) | FIRST 7-24 | MIDDLE | |
|---|---|---|---|---|
| 025658 | PICCOLO | JOSEPH | S. | JR. |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 58, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA | CODE 37 | O/P USE ONLY 38 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION | | | | |

TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA | CODE 37 | O/P USE ONLY 38 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|
| 03 | 22 | 76 | 04 | 11 | 76 | 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION | 2 | | WESTERN HEMISPHERE | 811 |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| ✓ | TRAVEL VOUCHER | | DISPATCH |
| | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO.: CI 76-76

DOCUMENT DATE/PERIOD: 3/22/76

REMARKS

| PREPARED BY | REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| OCA | | |
| ✓ S L DIVISION, CTRS. | DATE 4/28/76 | SIGNATURE C Wallet |
| C & P DIVISION | | |

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T 839692 EIA497 PAGE 01 IN 889961

TOR:1415532 APR 76 LIMA 32942

S E C R E T 1415192 APR 76 STAFF C/CI

CITE LIMA 32942

TO: DIRECTOR.

RYBAT SGCHART

1. WISH COMPLIMENT MESSRS. PICCOLO AND SILED ON THEIR HANDLING OF CI SURVEY AT LIMA. THEY WERE WELL PREPARED IN ADVANCE, WORKED HARD HERE, AND WERE VERY SELF SUFFICIENT, CAUSING MINIMUM DISRUPTION OF STATION ACTIVITES. THEY DUG DEEPLY BUT MADE A GREAT EFFORT TO BE CONSTURCTIVE AT ALL TIMES, RATHER THAN JUST PLAIN CRITICAL. ONCE WE GOT GOING THE FEELING THAT WE WERE BEING INSPECTED QUICKLY DISAPPEARED AND WAS REPLACED BY ONE OF TEAMWORK.

2. ASIDE FROM PROVIDING HQS WITH OUR CI PROFILE, BENEFITS ACCRUED TO THE STATION FROM THE SURVEY. IT MOTIVATED A USEFUL SELF-ANALYSIS BEFORE THE TEAM ARRIVED. THE TEAM'S STUDY OF HQS FILES, WHICH MOST OF US HAD NEVER READ, UNCOVERED VARIOUS INDICATORS WHICH GAVE BETTER PERSPECTIVE TO MANY OF OUR CASES. THE INFORMAL FRANK DISCUSSIONS RESULTED IN A NUMBER OF IDEAS FOR CHANGES WHICH WE WILL MAKE. WE LOOK FORWARD TO RECEIVING THE TEAM'S FORMAL REPORT, AT WHICH TIME WE WILL COMMENT ON ACTIONS TAKEN AND PLANNED, AND PROVIDE A FEW IDEAS WHICH MIGHT BE USEFUL FOR FUTURE SURVEYS.

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INFO: RF FILE , VR ,

ACTION #

T 839692 EIA497 PAGE 22-02 IN 889961

TOR:141553Z APR 76 LIMA 32942

3. NO FILE. E2 IMPDET

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22 December 1975

MEMORANDUM FOR: Chief, LA Division

SUBJECT : Mr. Joseph S. Piccolo - Completion of Senior Operations Course #2/76

1. Mr. Piccolo attended the Senior Operations Course from 3 November to 12 December 1975 (SOC #2/76). Individual student grades and class rankings have not been used to evaluate student performance. The diverse background of the students and the nature of the course material used in the SOC preclude formal testing. This memorandum attests to Mr. Piccolo's satisfactory completion of the course.

2. During the six weeks of the course, 59% of the time was devoted to subjects and activities directly related to operations, including 30% devoted to "hands-on" time with technical equipment and "on-the-street" practice of tradecraft. 31% of the time was devoted to material broadly categorized as "ops management," including about 10% on the Soviet and China targets. The final 10% of the time was devoted to subjects categorized as "management overview and ops support," which consisted of meetings with DO division and staff chiefs and visits to labs and other ops support facilities in the Headquarters area. The ten officers in the class ranged in grade from GS-12 to GS-14 (average grade 12.9), average age was 43.6 (Mr. Piccolo's age is 40). The class members' average years of Agency service was 16.8, and their average years of overseas service was 9.2.

3. The six weeks, normally 30 days of instruction time, was shortened to 28 days by the Thanksgiving Day weekend. Of these 28 days, Mr. Piccolo spent six days in intensive training in Persuasion and Manipulation Skills as taught in the SAI system. He spent approximately another eight and one-half days on technical tradecraft (photo, audio, and commo equipment familiarization and usage) and street tradecraft (surveillance, car toss, dead drop, brush pass, etc.) including three days intensive practice of these skills in a live exercise conducted in Richmond. Another five days were spent at Headquarters meeting with the chiefs of all DO divisions and staffs, and visiting three operational support laboratories in the metropolitan area. The approximately eight and one-half remaining days were consumed by a combination of miscellaneous operations management subjects, student seminars, and term paper writing (though the latter was accomplished mostly on the students' own time). This running of the course was keynoted by remarks by the ADDO, and the Headquarters week was climaxed by an hour and a half with the DDO. The guest speaker at the graduation dinner of SOC #2/76 was Agency Historian Dr. Walter Pforzheimer.

E2 IMPDET
Cl. by 056184

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SUBJECT: Mr. Joseph S. Piccolo - Completion of Senior Operations Course #2/76

4. Mr. Piccolo, as a 40-year-old GS-13/4, was at about the average age for this class and slightly above average in grade. Although formal grades are not given to graduates of the SOC, it was the consensus of DTS staff instructors involved in SOC #2/76 that Mr. Piccolo would almost certainly rank number one in this particular group. Bringing to the class broad operational experience and understanding, Mr. Piccolo was an active participant in the six-day SAI block of instruction and made contributions based on his own operational past. The tradecraft instructors who conducted the live problem in Richmond described Mr. Piccolo as the best student in street tradecraft. One of the Course Coordinators commented that Mr. Piccolo, "exhibited, more than any of the others, the ability to lead the group." Mr. Piccolo's term paper on the subject of how a NOC station might be established in Rio de Janeiro was careful and thorough and was described by the panel as "an excellent overall plan." To a man of Mr. Piccolo's experience, at least some of the course may have seemed a little basic or redundant, but he never let it show, and always took part with the same enthusiasm as the more junior members of the class.

5. A copy of this memorandum is being placed in Mr. Piccolo's official personnel file.

FOR THE DIRECTOR OF TRAINING:

John W. Dayton

JOHN W. DAYTON
Course Coordinator
Senior Operations Course



SECRET

14-00000

ADMINISTRATIVE
Internal Use Only

## REPORT OF SERVICE ABROAD

FILE PUNCHED BY

TO: Office of Personnel, Control Division, Statistical Reporting Branch

| SERIAL NO. 1-6 | NAME: LAST (Print) | FIRST 7-24 | MIDDLE |
|---|---|---|---|
| 035655 | Piccolo | Joseph | S |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (*One only*). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

### PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 1 - PCS (*Basic*) 3 - CORRECTION 5 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 08 | 08 | 75 | | 1 | | | Nicaragua | 5?C |

### TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 2 - TDY (*Basic*) 4 - CORRECTION 6 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

### SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | | DISPATCH |
| X | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (*Specify*) | | |

DOCUMENT IDENTIFICATION NO.: IN 655939
DOCUMENT DATE/PERIOD: 11 Aug 75

REMARKS

| PREPARED BY | REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| RCO / C & A DIVISION CTRD. / T & A DIVISION | DATE 8/25/75 | SIGNATURE [signature] |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 1451a

ADMINISTRATIVE-Internal Use Only

SECRET

# FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE — FOR HEADQUARTERS USE ONLY

| NAME OF EMPLOYEE | DATE (from item 5-1) | NAME OF SUPERVISOR | DATE (from item 5-2) |
|---|---|---|---|
| Joseph Piccolo | 11 Sep 74 | Raymond Swider | 11 Sep 74 |

| DATE ARRIVED AT HEADQUARTERS | CAREER SERVICE NUMBER | DATE ... CAREER SERVICE | HOME ... COMPONENT |
|---|---|---|---|
| 23 September 1974 | IDRAT-2486 | | WH |

| DATE OF BIRTH | DESIGN | CURRENT POSITION AND GRADE | STATION OR BASE | CURRENT COVER |
|---|---|---|---|---|
| 8 Dec 35 | D | Ops Officer/DCOS GS-13 | Managua | |

TO BE COMPLETED BY EMPLOYEE

| 1A. DATE OF PCS ARRIVAL IN FIELD | 1B. REQUESTED DATE OF DEPARTURE | 1C. EXPECTED DATE OF FIRST CHECK-IN AT HQ | 1D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE |
|---|---|---|---|
| 20 Sept 1973 | 5 Jan 1976 | 19 Jan 1976 | 5 March 1976 |

2. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

Three (3) Dependents Ages: 32, 5 and 4

3. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

Adequate medical facilities or a reasonable proximity to them.

4. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form).

Deputy Chief of Station, supervising/managing - support/finance and records personnel and activities, handling Liaison with the indigenous Security Service, managing operations directed at penetrating the political left and terrorist movement, and handling the Principal Agent (NOC) presently employed at the Station.

5. TRAINING DESIRED
INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS

Training should be keyed to provide an even broader base for the continued development of my overall management skills and potential which have initially developed through on the job application. Courses should be those available to supervisory level personnel.

An Operational Training requirement that should be satisfied as soon as possible is the Soviet Operations Course.

FORM 202

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E2 IMPDET CL BY 007622

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6. PREFERENCE FOR NEXT ASSIGNMENT

6A. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT

I am interested in remaining in the "managerial cone" and in obtaining a position that will give me increased responsibility as well as career growth through promotion. Based on my experience and performance as Acting Chief of Station Managua for two months in 1968, Deputy Chief of Base Rio de Janeiro for the last 10 months of my tour in 1972-73 and present assignment as Deputy Chief of Station Managua, I request assignment to a position which entails supervision of several employees and requires exercise of managerial skills and judgement. If assigned to another tour overseas, a position as Deputy Chief of Station in a medium to large size Station would be preferred. If assigned to Headquarters, I would like to work where an overview of the related operational and managerial activities can be experienced. If the above assignmentsare not available, a tour which would broaden my operational knowledge would be desired, ie: SB Division, China Ops activity or OTS.

6B. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, 3 OR 4 (for 1st, 2nd, 3rd and 4th choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.

[X] EXTEND TOUR 3 MONTHS AT CURRENT STATION TO 5 January 1976 (DATE)

[1] BE ASSIGNED TO HDQTRS FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE.
1ST CHOICE FI STAFF 2ND CHOICE SB Division 3RD CHOICE WH Division

[2] BE ASSIGNED TO ANOTHER FIELD STATION. INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION.
1ST CHOICE WH Division 2ND CHOICE EUR Division 3RD CHOICE SB Division

[3] RETURN TO MY CURRENT STATION.

PREPARE UPDATING OF PERSONAL SECURITY INFORMATION IN ACCORDANCE WITH DOI-F 240-8 AND FORWARD UNDER SEPARATE COVER. INDICATE DATE FORWARDED OR TO BE FORWARDED.

TO BE COMPLETED BY FIELD STATION

7. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

Given his steady, reliable and productive performance, every effort should be made to accomodate his expressed preferences. There can be no doubt that by temperament and experience he would be of greater value to the Organization in the field rather than at Headquarters, but a tour at Headquarters does appear timely now, following the past 5 years in the field. I do not honestly know how he will perform in Staff work, being a Field Station activist, but the experience should have a further broadening effect upon him.

TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

8. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.

Subject has been approved for assignment to Headquarters, LA/COG.

DATE 24 Jul 75 TITLE C/LA/Pers SIGNATURE H.L. Berthold

FOR USE BY CAREER SERVICE

9. APPROVED ASSIGNMENT:

10. EMPLOYEE NOTIFIED BY DISPATCH NO. ______ DATED ______

CABLE NO. ______ DATED ______

CAREER SERVICE REPRESENTATIVE ______ DATE ______

SECRET

| NAME OF EMPLOYEE (Last-First-Middle) | NAME AND RELATIONSHIP OF DEPENDENT* | CLAIM NUMBER |
|---|---|---|
| PICCOLO, Joseph S., JR. | W-Norma | 76-0015 |

There is on file in the Personal Affairs Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 4/21/75.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

| DATE OF NOTICE | SIGNATURE OF OSC REPRESENTATIVE |
|---|---|
| | [illegible] |

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

14-00000

SECRET
(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

| SERIAL NO. | NAME | | |
|---|---|---|---|
| | LAST | FIRST | MIDDLE |
| 1-6 | (Print) | 7-24 | |
| 025658 | Piccolo | Joseph | S |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 07 | 13 | 73 | | 1 | | | BRAZIL | 090 |

TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | | DISPATCH |
| ✓ | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO.: RIOD 19355

DOCUMENT DATE/PERIOD: 7/13/73

REMARKS

| PREPARED BY | REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| OCO | | |
| C & L DIVISION, ETDO. | DATE | SIGNATURE |
| C & T DIVISION | 7/16/73 | [signature] |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 8-67 1451a OBSOLETE PREVIOUS EDITIONS

SECRET

(4-19)

SECRET

| | | |
|---|---|---|
| 1. NAME (Last, First, Middle)<br>Piccolo, Joseph S. | 2. DATE OF BIRTH<br>12/08/35 | 3. GRADE<br>GS-13 |
| 4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment)<br>DDO/WH/Rio de Janeiro | 5. PRESENT POSITION<br>Ops Officer | 6. EMPLOYEE EXTENSION<br>5671 |
| 7. PROPOSED STATION<br>Managua, Nicaragua | 8. PROPOSED POSITION (Title, Number, Grade)<br>Ops Officer 0596 GS-13 | |
| 9. TYPE OF COVER AT NEW STATION<br>State SSN# 265 44 1914 | 10. ESTIMATED DATE OF DEPARTURE<br>09/10/73 | 11. NO. OF DEPENDENTS TO ACCOMPANY<br>three |

12. COMMENTS

Physicals to be taken in the field.

| | | | |
|---|---|---|---|
| 13. DATE OF REQUEST<br>18 May 1973 | 14. SIGNATURE OF REQUESTING OFFICIAL<br>Karl Fleck | 15. ROOM NUMBER AND BUILDING<br>3D 5317 Hqs | 16. EXTENSION<br>5671 |

17. OFFICE OF MEDICAL SERVICES DISPOSITION

Qualified overseas PCS.

25 July 1973 William T. Golder OMS/pro

18. OFFICE OF SECURITY DISPOSITION

19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION

REQUEST FOR PCS OVERSEAS EVALUATION

FORM 259a

SECRET

14-00000

SECRET

WH

# FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

| NAME OF EMPLOYEE (use pseudo only if 54) | DATE (from item 5-1) | NAME OF SUPERVISOR (item) | DATE (from item 5-2) |
|---|---|---|---|
| Piccolo, Joseph | 9 Nov 1971 | David Mc Grath | 9 Nov 1971 |
| DATE RECEIVED AT HEADQUARTERS: | DISPATCH NUMBER: | DATE RECEIVED BY CAREER SERVICE: | |
| 18 November 1971 | HBRT 8679, 11 Nov 71 | | |

TO BE COMPLETED BY EMPLOYEE

| 1. DATE OF BIRTH | 2. SERVICE DESIGN | 3. YOUR CURRENT POSITION, TITLE AND GRADE | 4. STATION OR BASE | 5. CRYPT FOR CURRENT COVER |
|---|---|---|---|---|
| 8 Dec 35 | D | Ops Officer/Chief FI Brazil, GS-12 | Rio de Janeiro | LNGOLD |

| 6a. DATE OF PCS ARRIVAL IN FIELD | 6b. REQUESTED DATE OF DEPARTURE | 6c. EXPECTED DATE OF FIRST CHECK-IN AT HQ | 6d. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE |
|---|---|---|---|
| 23 June 70 | 30 June 73 | 15 July 73 | 15 September 73 |

7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

3 Dependents ages: 29, 3, 2

8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

None.

9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-F 245-4)

Chief, FI for Brazil (Coordinating activities of Station and Bases).
Ops Officer for Communist Party Operations.
Ops Officer for Revolutionary Terrorist Operational Activities.
Supervisor for one full time inside and one full time outside Operations Officer and related FI activities of several Base Officers.

10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS

Advanced Operations Course.
Management Courses in Preparation for assuming positions of increased supervisory responsibility.

SECRET

11. PREFERENCE FOR NEXT ASSIGNMENT:

11a. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE INDICATE YOUR CHOICE.

Deputy Chief of Station of a small Station or Senior FI Officer position with supervisory responsibilities at a large Station. These choices for next assignment are made on the basis of the increasing responsibility of positions I have held as my career has developed. This career has included experience in most types of FI and CI operations as well as some CA activities. It has also provided me with supervisory experience, including Acting Chief of Station for a two month period. Assignment to a position of greater responsibility is desirable for the continued development of my career.

11b. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, & 3 *(for 1st, 2nd, and 3rd choice)* IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.

[1]. EXTEND TOUR 12 MONTHS AT CURRENT STATION TO 30 June 1973 (DATE)

[3]. BE ASSIGNED TO HQTRS FOR A TOUR OF DUTY; INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE.
1ST CHOICE WH 2ND CHOICE OTR 3RD CHOICE EUR

[2]. BE ASSIGNED TO ANOTHER FIELD STATION; INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION
1ST CHOICE WH/Central America 2ND CHOICE Mexico Costa Rica 3RD CHOICE Spain

[4]. RETURN TO MY CURRENT STATION

TO BE COMPLETED BY FIELD STATION

IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

COB Comment: I recommend that Subject's desire for a 12-month extension be honored. His other choices also appear sound as alternatives.

COS Comment: COS strongly recommends that Subject extend for one year. He is handling an extremely important agent, and we would hate to change this relationship now. After one year, however, Subject's career would best be served by a new assignment.

TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.

Per HBRS 4729, Subject's request for a one year's extension of tour is approved.

DATE 6 Dec 71 TITLE C/WH/Pers SIGNATURE Henry L. Berthold

FOR USE BY CAREER SERVICE

14. APPROVED ASSIGNMENT:

15. EMPLOYEE NOTIFIED BY DISPATCH NO. ______ DATED ______

CABLE NO. ______ DATED ______

CAREER SERVICE REPRESENTATIVE: ______ (SIGNATURE) DATE: ______

SECRET

14-00000

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Complete in original. The data recorded on this form is essential in determining travel expenses allowable in connection with leave at government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. This form will be filed in the employee's official personnel folder.

| NAME OF EMPLOYEE (Last) | (First) | (Middle) | SOCIAL SECURITY NUMBER |
|---|---|---|---|
| Piccolo, | Joseph | Stephen | 265-44-1914 |

**1. RESIDENCE DATA**

| PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY | LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad) |
|---|---|
| Washington D.C. | N/A |
| **PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE** | **HOME LEAVE RESIDENCE** |
| Fairfax, VA. | Fairfax, VA. |

**2. MARITAL STATUS (Check one)**

| SINGLE | MARRIED | SEPARATED | DIVORCED | WIDOWED | ANNULLED |
|---|---|---|---|---|---|
| | ✓ | | | | |

| IF MARRIED, PLACE OF MARRIAGE | DATE OF MARRIAGE |
|---|---|
| Falls Church, VA. | 14 Feb 67 |
| **IF DIVORCED, PLACE OF DIVORCE DECREE** | **DATE OF DECREE** |
| N/A | |
| **IF WIDOWED, PLACE SPOUSE DIED** | **DATE SPOUSE DIED** |
| N/A | |

IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)

N/A

**3. MEMBERS OF FAMILY**

| NAME OF SPOUSE | ADDRESS (No., Street, City, State, Zip Code) | TELEPHONE NO. | |
|---|---|---|---|
| Norma W. Piccolo | 10607 Springmann Dr. Fairfax, VA. 22030 | 591-9059 | |
| **NAMES OF CHILDREN** | **ADDRESS** | **SEX** | **DATE OF BIRTH** |
| Normandy Dawn | " " | Female | 23 Feb 70 |
| **NAME OF YOUR FATHER (Or male guardian)** | **ADDRESS** 1636 N.E. 20th ST. | **TELEPHONE NO.** (305) | |
| Joseph Piccolo | Ft. Lauderdale, Fla. 33305 | 564-5834 | |
| **NAME OF YOUR MOTHER (Or female guardian)** | **ADDRESS** | **TELEPHONE NO.** | |
| Irene D. Piccolo | " " | " " | |

WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.

Parents and In-Laws

**4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY**

| NAME (Mr., Mrs., Miss) (Last-First-Middle) | RELATIONSHIP |
|---|---|
| Piccolo, Irene D. | Mother |
| **HOME ADDRESS (No., Street, City, State, Zip Code)** | **HOME TELEPHONE NUMBER** (305) |
| 1636 N.E. 20th ST. Ft. Lauderdale, Fla. | 564-5834 |
| **BUSINESS ADDRESS (No., Street, City, State, Zip Code) AND NAME OF EMPLOYER, IF APPLICABLE** | **BUSINESS TELEPHONE & EXTENSION** |
| N/A | |

| | YES | NO |
|---|---|---|
| IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.) | ✓ | |
| IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.) | ✓ | |
| DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.) | ✓ | |

The persons named in item 3 above may also be notified in case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM

(CONTINUED ON REVERSE SIDE)

**CURRENT RESIDENCE AND DEPENDENCY REPORT**

FORM 61 USE PREVIOUS EDITIONS

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(When Filled In)

9. VOLUNTARY ENTRIES

Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.

INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.

Potomac Bank and Trust Co. (Checking + Savings)
Fairfax, VA. 22030

Joseph S. Piccolo JR.
Norma W. Piccolo

ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? [X] YES [ ] NO

IF YES, DO YOU HAVE A JOINT ACCOUNT? [X] YES [ ] NO

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? [X] YES [ ] NO. (If "Yes" where is document located?)

Safe Deposit Box, Potomac Bank + Trust Co. Fairfax, VA.

HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? [ ] YES [X] NO. (If "Yes" give name(s) and address)

HAVE YOU EXECUTED A POWER OF ATTORNEY? [X] YES [ ] NO. (If "Yes", who possess the power of attorney?)

wife

10. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

Re: Item #4 - Contact for Emergency should follow the below order

A. Wife (Item 3)
B. Mother (Item 4)
C. In-Laws
Mr. Norman H. Wyatt
RTE 2 Box 342 B
Manassas, VA. 22110
Tel: (703) 368-9761

| SIGNED AT | DATE | SIGNATURE |
|---|---|---|
| Wash D.C. | 20 May 70 | [signature] |

CONFIDENTIAL

14-00000

SECRET
(When Filled In)

# REPORT OF SERVICE ABROAD

FILE
PUNCHED
BY S

TO:
Office of Personnel, Transactions and Records Branch, Status Section

| SERIAL NO. | NAME: LAST | FIRST | MIDDLE |
|---|---|---|---|
| 1-6 | (Print) 7-24 | | |
| 025658 | Piccolo, Joseph S. | | |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 55, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | ARRIVAL O/S DAY 27-28 | ARRIVAL O/S YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DEPARTURE O/S DAY 33-34 | DEPARTURE O/S YEAR 35-36 | TYPE OF DATA | CODE 37 | O/P USE ONLY 38 | 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 06 | 23 | 70 | | | | 1 - PCS (Basic)<br>3 - CORRECTION<br>5 - CANCELLATION | 1 | | | Brazil | 090 |

TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | ARRIVAL O/S DAY 27-28 | ARRIVAL O/S YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DEPARTURE O/S DAY 33-34 | DEPARTURE O/S YEAR 35-36 | TYPE OF DATA | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 2 - TDY (Basic)<br>4 - CORRECTION<br>6 - CANCELLATION | | | | | |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | | DISPATCH |
| X | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO.: RY 20032

DOCUMENT DATE/PERIOD: 24, June 70

REMARKS

| PREPARED BY | | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| OCS | √ REPORT ANNOTATED ON CONTROL DOCUMENT | |
| X F & L DIVISION STOR. | DATE 8/4/70 | SIGNATURE [signature] |
| F & P DIVISION | | |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 1451a OBSOLETE PREVIOUS EDITIONS 8-67

SECRET

(18-10)

14-00000

SECRET
(When Filled In)

# REPORT OF SERVICE ABROAD

TO:
Office of Personnel, Transactions and Records Branch, Status Section

| SERIAL NO. 1-6 | NAME LAST (Print) | FIRST 7-24 | MIDDLE |
|---|---|---|---|
| 025658 | Piccolo | Joseph | S. |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 1 - PCS (Basic), 3 - CORRECTION, 5 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 01 | 14 | 69 | | 1 | | | ~~Managua,~~ ~~Nicaragua~~ Nigeria | 525 |

TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 2 - TDY (Basic), 4 - CORRECTION, 6 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | | DISPATCH |
| ✓ | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO.: IN 15783

DOCUMENT DATE/PERIOD: 6 January 1969

REMARKS

| PREPARED BY | | REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|---|
| | OCO | ✓ | |
| | C & L DIVISION, CTRS. | DATE 1/13/69 | SIGNATURE Phyllis [illegible] |
| ✓ | L & T DIVISION | | |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 5-67 1451a OBSOLETE PREVIOUS EDITIONS

SECRET

(6-10)

14-00000

Executive Registry
[illegible]

TREASURY DEPARTMENT

UNITED STATES SECRET SERVICE

OFFICE OF THE DIRECTOR

WASHINGTON, D.C. 20226

68-3266

August 1, 1968

The Honorable
Richard M. Helms
Director
Central Intelligence Agency
McLean, Virginia

Dear Dick:

As you know, the President and Mrs. Johnson visited Managua, Nicaragua on Monday, July 8, 1968, upon their return from the San Salvador Conference.

Assistant to the Special Agent in Charge Ronald M. Pontius of the Presidential Protective Division, has informed me that Mr. Joseph Piccolo and Mr. Carl Jenkins were of particular assistance in establishing and coordinating the relations with the Nicaraguan security organizations, and President Somoza's staff. Mrs. Elizabeth Jenkin's assistance as an interpreter was also greatly appreciated.

Personally and on behalf of the United States Secret Service, I wish to extend my sincere appreciation and thanks to the above mentioned personnel for the capable and professional manner in which they performed their duties.

Sincerely,

James J. Rowley

SECRET

# ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE

FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

## TO COMPLETE THIS FORM—

**1** FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

**2** FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

| NAME (last) (first) (middle) | DATE OF BIRTH (month, day, year) | SOCIAL SECURITY NUMBER |
|---|---|---|
| 025658<br>Piccolo Joseph S. | Dec 9, 35 | 265 44 1914 |
| EMPLOYING DEPARTMENT OR AGENCY | LOCATION (City, State, ZIP Code) | |

**3** MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here if you WANT BOTH optional and regular insurance → ☐ (A)

**ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE**

I elect the $10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here if you DO NOT WANT OPTIONAL but do want regular insurance → ☒ (B)

**DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE**

I decline the $10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here if you WANT NEITHER regular nor optional insurance → ☐ (C)

**WAIVER OF LIFE INSURANCE COVERAGE**

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the $10,000 additional optional insurance unless I have the regular insurance.

**4** SIGN AND DATE. IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.

SIGNATURE (do not print)

Joseph S. Piccolo

DATE

15 March 68

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

BENEFITS [illegible] OFFICE [illegible] PERSONNEL

MAR 20 1 19 PM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

SECRET

STANDARD FORM No. 176-T
[illegible]
(For use only until April 16, 1968)
176-141

## INSTRUCTIONS TO EMPLOYING AGENCY

1. ***Who must file.***—All employees not excluded by law or regulation from insurance coverage, including those who have previously waived coverage, are required to complete and file Standard Form 176-T. Employees who are in the service on February 14, 1968, as well as those who are appointed after that date but before April 14, 1968, must file the form.

2. ***Automatic cancellation of previously filed waivers.***—All "Waivers of Life Insurance Coverage" (SF 53) on file are automatically canceled as of the first day of the first pay period beginning on or after February 14, 1968. Payroll offices are to begin regular insurance deductions on the automatic cancellation date for employees who do not file a new waiver, i.e., those who do not check box **C** of SF 176-T, on or before that date.

3. ***Employees failing to file.***—If an employee does not return a completed SF 176-T, contact him and urge him to do so even if he does not want optional insurance (he will, of course, be automatically covered for regular insurance). If he still fails to file SF 176-T by April 14, 1968, or 31 days after appointment, whichever is later, file one for him as of that date: mark box **B**, and note in the space provided for his signature "employee contacted—failed to elect optional insurance." See note 2 below.

4. ***Review of completed forms.***—(a) Review both copies of the SF 176-T for legibility, completeness, and consistency. Reconcile with the employee any obvious major discrepancy such as a mark in more than one box.

   (b) If the employee marked box **A** or box **C**, make sure the Statistical Stub is complete. Then detach and mail stubs, in a bundle, weekly to:

   Office of Federal Employees' Group Life Insurance
   (Statistical Stub)
   4 East 24th Street
   New York, New York 10010

   (c) If the employee marked box **B**, detach and destroy the stub.

5. ***Date of receipt and effective date.***—(a) Stamp date of receipt by employing office in the space provided for this purpose on both the Original and the Duplicate.

   (b) The effective date is determined from the table below.

6. ***Disposition of forms.***—(a) File the Original SF 176-T in the official personnel folder in all cases.

   (b) Any necessary payroll change, with effective date, may be posted in the space reserved on the Duplicate for employing office.

   (c) The Duplicate may be destroyed, if no payroll action is required, or after the requirements of the agency's payroll system have been met.

7. ***Use of SF 176-T.***—SF 176-T "Election, Declination, or Waiver of Life Insurance Coverage" should not be used after the initial filing period (after April 14, 1968). A revised edition will be available for use after that date.

### TABLE OF EFFECTIVE DATES

| DATE SF 176-T RECEIVED BY EMPLOYING OFFICE | EMPLOYEE'S DECISION | EFFECTIVE DATE (IF NO WAIVER, SF 53, IN EFFECT) | |
|---|---|---|---|
| | | OF DECISION | OF DEDUCTIONS |
| On or before February 14, 1968. | Elects optional (in addition to regular) (box **A**). | Coverage effective February 14, 1968 | Deductions begin 1st day of 1st pay period beginning on or after February 14, 1968 |
| | Declines optional (but not regular) (box **B**). | Declination effective February 14, 1968. | |
| | Waives regular (so ineligible for optional) (box **C**). | Waiver effective last day of pay period in which February 14, 1968 falls. | Deductions stop last day of pay period in which February 14, 1968 falls. |
| After February 14 but not later than April 14, 1968. | Elects optional (in addition to regular) (box **A**). | Coverage effective on date of receipt | Deductions begin 1st day of 1st pay period beginning on or after date of receipt |
| | Declines optional (but not regular) (box **B**). | Declination effective on date of receipt, but employee loses automatic optional protection on February 14, 1968 | |
| | Cancels previously elected optional (but not regular) (box **B**) | Cancellation effective last day of pay period in which received | Deductions for optional stop last day of pay period in which received |
| | Waives regular (so ineligible for optional) (box **C**) | Waiver effective last day of pay period in which received | Deductions stop last day of pay period in which received |

NOTES: 1. Because regular insurance coverage and deductions are automatic unless waived (by checking box C), A and B elections do not affect regular insurance effective dates.

2. An employee for whom the agency files SF 176-T because he failed to file is deemed to have declined optional but not regular insurance.

3. An employee with an uncanceled waiver (SF 53) on file cannot be insured any earlier than the first day he is in duty and pay status in a pay period beginning on or after February 14, 1968. Filing of an SF 176-T before that date will not cancel an SF 53 any earlier. Deductions begin the day he [illegible].

4. The effective date of regular (and optional) insurance coverage for an employee who has been on leave without pay for more than 1 year is the first day he is in pay and duty status. Deductions are effective the same day.

14-00000

SECRET
(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

| SERIAL NO. 1-6 | NAME LAST (Print) | FIRST 7-24 | MIDDLE |
|---|---|---|---|
| 025658 | Piccolo | Joseph | S. |

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|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 01 | 20 | 68 | | 1 | | | MEXICO | 450 |

TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 2 - TDY (Basic), 4 - CORRECTION, 6 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
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OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | | DISPATCH |
| X | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO. 35014

DOCUMENT DATE/PERIOD 01/22/68

REMARKS

| PREPARED BY | X REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| OSO | | |
| C & S DIVISION STBD. | DATE | SIGNATURE |
| X C & T DIVISION | 1-29-68 | [signature] |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 1051a OBSOLETE PREVIOUS EDITIONS

SECRET

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# FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

| NAME OF EMPLOYEE (use pseudo only if SA) | DATE (from item 5-1) | NAME OF SUPERVISOR (true) | DATE (from item 5-2) |
|---|---|---|---|
| Joseph Piccolo | 16 March 1967 | Francis Sherry | 16 March 1967 |

| DATE RECEIVED AT HEADQUARTERS: | DISPATCH NUMBER: | DATE RECEIVED BY CAREER SERVICE: |
|---|---|---|
| | HMMT 7713 | 11 MAY 1967 |

TO BE COMPLETED BY EMPLOYEE

| 1. DATE OF BIRTH | 2. SERVICE DESIGN | 3. YOUR CURRENT POSITION, TITLE AND GRADE | 4. STATION OR BASE | 5. CRYPT FOR CURRENT COVER |
|---|---|---|---|---|
| 8 Dec 35 | D | PBRUMEN Section/ Operations Officer GS-11 | Mexico City | LNGOLD |

| 6a. DATE OF PCS ARRIVAL IN FIELD | 6b. REQUESTED DATE OF DEPARTURE | 6c. EXPECTED DATE OF FIRST CHECK-IN AT HQ | 6d. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE |
|---|---|---|---|
| 29 Sept. 65 | 31 Jan 68 | 8 Feb 68 | 15 April 1968 |

7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

One, age 24

8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

Due to continued health problems, (a high splenic flecture of the colon) a post at an altitude lower than Mexico City would be desirable. Although this illness has not impaired my ability to perform my work, it has put a strin on me and it is disconcerting not to feel completely up to par for extended periods of time.

9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-F 240-8)

Operations officer in the PBRUMEN section responsible for a refugee debriefing center, unilateral FI assets directed against PBRUMEN, double-agents and other CI assets directed against PBRUMEN, a photographic support operation, and a small CA leaflet harrassment operation.

10. TRAINING DESIRED:
INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS

1. Audio Surveillance Management
2. CA Propaganda Activities
3. Counterintelligence Operations

FORM 202 OBSOLETE PREVIOUS EDITIONS

SECRET

(4)

14-00000

SECRET

11. PREFERENCE FOR NEXT ASSIGNMENT: Operations Officer Western Hemisphere Division

11a. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.

To date, I have worked in operational activities of primarily CI and FI orientation with a greater emphasis on the former. In order to round out my early career stage as an operations officer, an assignment with more CA orientation would be beneficial.

If available, my grade not withstanding, an assignment as supervisor of a section or as Chief of Base would be desirable in preparation for the eventual assumption of duties with higher responsibility in the future.

11B. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, & 3 (for 1st, 2nd, and 3rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.

[X] EXTEND TOUR Three MONTHS AT CURRENT STATION TO 31 January 1968 (DATE)

[3] BE ASSIGNED TO HQTRS FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE. 1ST CHOICE WHD 2ND CHOICE WED 3RD CHOICE TRAINING

[1] BE ASSIGNED TO ANOTHER FIELD STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION 1ST CHOICE Managua 2ND CHOICE Madrid 3RD CHOICE Rio de Janeiro

[2] RETURN TO MY CURRENT STATION

TO BE COMPLETED BY FIELD STATION

12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

It is recommended, primarily because of problems of health (at the high altitude in this post) that this officer be allowed one of the choices he has listed under 11 B. The departure of this officer will mean a loss to the operational capacity of his Section; and it is with regret that Chief of Station, Mexico City concurs with his request for re-assignment.

TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.

WH Division proposes that Mr. Piccolo be extended to December 1967. He will then be assigned to Managua under non-official cover replacing James D. ZABOTH.

DATE 10 May 67 TITLE C/WH/Pers SIGNATURE Edward K. O'Malley / Robert D. Cashman

FOR USE BY CAREER SERVICE

14. APPROVED ASSIGNMENT: Next Tour = Managua. Extension [illegible]

15. EMPLOYEE NOTIFIED BY DISPATCH NO. [illegible] DATED: [illegible]

CABLE NO. ______ DATED: ______

CAREER SERVICE REPRESENTATIVE: [signature] (SIGNATURE) DATE: [illegible]

SECRET

14-00000

10741

Standard Form No. 2809
U.S. Civil Service Commission
FPM Supplement 890-1
November 1965

# HEALTH BENEFITS REGISTRATION FORM

FEDERAL EMPLOYEES HEALTH BENEFITS PROGRAM

(Read instructions on back of last page)

New Carrier's Control No. 9535981

TO EMPLOYING OFFICE: SHOW OLD CARRIER'S CONTROL NUMBER ONLY IF ELECTION IS TO CANCEL ENROLLMENT OR TO CHANGE OPTIONS OR TYPE OF ENROLLMENT IN THE SAME PLAN

Old Carrier's Control No.

## PART A

ALL WHO REGISTER MUST FILL IN THIS PART.

1. NAME (LAST) (FIRST) (MIDDLE INITIAL): Piccolo Joseph S
2. DATE OF BIRTH (Use numbers): MONTH 12 DAY 8 YEAR 35
3. ARE YOU NOW MARRIED? YES [X]
4. YOUR MAILING ADDRESS (NUMBER AND STREET) (CITY) (STATE) (ZIP CODE)
5. SEX: MALE [X] FEMALE

**IMPORTANT**

IT IS ILLEGAL FOR AN EMPLOYEE OR A MEMBER OF HIS FAMILY TO BE COVERED UNDER MORE THAN ONE ENROLLMENT. IF YOU ARE ALREADY COVERED THROUGH THE FAMILY ENROLLMENT OF ANOTHER FEDERAL OR DISTRICT OF COLUMBIA EMPLOYEE OR ANNUITANT YOU MUST REGISTER NOT TO ENROLL OR THE OTHER ENROLLMENT MUST BE CANCELED OR CHANGED TO SELF ONLY. SIMILARLY, IF A FAMILY MEMBER LISTED BY YOU IN PART B IS COVERED THROUGH HIS (OR HER) OWN ENROLLMENT, YOU CANNOT ELECT A FAMILY ENROLLMENT UNLESS THE FAMILY MEMBER CANCELS HIS (OR HER) ENROLLMENT.

## PART B

FILL IN THIS PART IF YOU WISH TO ENROLL OR CHANGE YOUR ENROLLMENT IN A HEALTH BENEFITS PLAN.

If enrollment is for self only; answer item 1. If enrollment is for self and family, also answer item 2.

IF YOU ARE CHANGING YOUR ENROLLMENT ALSO FILL IN PART D.

1. I elect to enroll in a health benefits plan as shown below. I authorize deductions from my salary, compensation, or annuity to cover my share of the cost of the enrollment. (Copy the information requested below from back page of brochure of the plan you select.)

| NAME OF PLAN | OPTION (HIGH OR LOW) | ENROLLMENT CODE NUMBER |
|---|---|---|
| [illegible] | [illegible] | 4 2 2 |

2. In space below list all eligible family members without exception: List your wife or husband first, then your unmarried children under age 21, including (a) legally adopted children and (b) stepchildren, foster children, and illegitimate children who live with you in a regular parent-child relationship. Include also any unmarried child over 21 who became disabled before age 21 and who, because of the disability, is incapable of self-support. (Attach a doctor's certificate for a disabled child age 21 or over if one is not already on file). DO NOT LIST PARENTS OR OTHERS WHO ARE NOT ELIGIBLE FAMILY MEMBERS. THEY WILL NOT RECEIVE BENEFITS, EVEN IF THEY ARE DEPENDENT ON YOU AND ARE LISTED.

| NAMES OF FAMILY MEMBERS | DATE OF BIRTH (Month, Day, Year) | | NAMES OF FAMILY MEMBERS | DATE OF BIRTH (Month, Day, Year) | |
|---|---|---|---|---|---|
| Wife or Husband Norma E | Oct 29, 43 | 1 | | | 6 |
| | | 2 | | | 7 |
| | | 3 | | | 8 |
| | | 4 | | | 9 |
| | | 5 | | | 10 |

## PART C

FILL IN THIS PART IF YOU WISH NOT TO ENROLL OR IF YOU WISH TO CANCEL YOUR ENROLLMENT.

PLACE AN "X" IN ITEM 1 OR 2, WHICHEVER APPLIES.

1. I ELECT NOT TO ENROLL IN A PLAN UNDER THE FEDERAL EMPLOYEES HEALTH BENEFITS ACT.
2. I ELECT TO CANCEL MY PRESENT ENROLLMENT UNDER THE CODE NUMBER SHOWN BELOW.

Present Enrollment Code Number

## PART D

FILL IN THIS PART, AS WELL AS PART B, TO CHANGE YOUR ENROLLMENT.

ANSWER ITEMS 1, 2, AND 3 TO SHOW ENROLLMENT CODE BEING CHANGED AND ELIGIBILITY FOR CHANGE

1. ENROLLMENT CODE NUMBER OF PRESENT PLAN: 4 2 1
2. NUMBER OF EVENT WHICH PERMITS CHANGE (See table on back of duplicate for proper number): 2
3. DATE OF EVENT WHICH PERMITS CHANGE: MONTH 2 DAY 14 YEAR 67

## PART E

ALL WHO REGISTER MUST FILL IN THIS PART.

(YOUR SIGNATURE—DO NOT PRINT) (DATE)

WARNING.—Any intentional false statement in this application or willful misrepresentation relative thereto is a violation of the law punishable by a fine of not more than $10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1001.)

## PART F

TO BE COMPLETED BY AGENCY.

1. NAME AND ADDRESS OF EMPLOYING OFFICE

HEAL... ...S OFFICER
(ALTERNATE)

(SIGNATURE OF AUTHORIZED AGENCY OFFICIAL)

2. DATE RECEIVED IN EMPLOYING OFFICE: 2-17-67
3. EFFECTIVE DATE OF ELECTION: 2-12-67
4. PAYROLL OFFICE NO.
5. SF 2811 REPORT NO.

## REMARKS

FOR USE ONLY BY AGENCY

2809-109 Triplicate—To Employing Office

SECRET

TTR

Supplement to Staff Employee Personnel

Action for Integration of Mr. Joseph Piccolo

Effective August 27, 1965

The purpose of this memorandum is to call your attention to existing policies ~~which~~ are particularly material to you while you are integrated and to set forth certain rights and obligations which are incident to your status as an appointed employee. It is hereby agreed and understood that:

1. As an employee of this organization, at the present grade and salary of GS-10 & $8170 per annum, you will accept cover employment with another instrumentality of the Government (hereinafter referred to as "your cover facility") effective as of August 27, 1965. You will, insofar as consistent with your basic responsibility to this organization, abide by all the rules, regulations, practices and policies of your cover facility, in order to appear as a conventional member of that establishment. Your appointment to your cover facility is being effected at FSR-7 and salary of $7245 per annum. You are prohibited, except as specifically authorized herein, from retaining emoluments paid by your cover facility.

2. It is understood and agreed that the minimum period of your overseas tour of duty is governed by and coincident with the prescribed tour of duty of your cover organization. Currently, your prescribed tour consists of a period of Two Years from the date of your arrival at your overseas post of duty. Your assignment may be terminated earlier for the convenience of this organization and the length of your tour of duty, as currently specified, may be unilaterally changed by this organization in order to conform with subsequent changes in the prescribed tour of your cover facility. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed the minimum period of service prescribed above from the date of arrival at your overseas post of duty, you will not be entitled to return travel or transportation for yourself or your dependents to the United States at Government expense. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed one (1) year of service from the date of your arrival at your overseas post of duty, you will be required to reimburse the Government for all of its expenses for your travel and transportation, and that of your dependents, from the continental United States to such overseas post of duty.

3. Travel to your post of duty overseas and your return travel to the United States, as well as travel performed overseas which is consistent with your cover designation, will normally be at the direction of your cover facility. Such travel will be accomplished in conformance with applicable regulations of your cover facility except when you are directed for operational reasons to perform travel in accordance with the regulations of this organization.

4. Salary and (except as provided in paragraph three (3) above) allowances paid by your cover facility shall be retained by you to the extent that they are less than or equal to the salary and allowance payments due on the basis of your grade level with this organization. If such cover payments are less than the amount due, the difference will be credited to your payroll account with this organization. If such cover payments exceed the amount due, the overage will be remitted to this organization at designated intervals, presently ____________________. Computations hereunder will be made on the basis of the aggregate gross due and received provided, however, that in computing remittances for overage Federal and, if applicable, District of Columbia income taxes withheld by your cover facility against the overage may be deducted. To assure timely accuracy in your payroll account with this organization you are expected to immediately report cover facility payroll changes.

5. Your status as an employee of this organization will continue in full force and effect during your period of duty with your cover facility and you will continue to be entitled to all rights, benefits and emoluments of such status. Certain variations in procedure will be required, however, to preserve the security of your cover position.

a. Upon integration into your cover facility, you will continue to be covered by the provisions of the Civil Service Retirement Act, as amended, and at your personal expense you will be subject to payroll deductions for retirement purposes (now six and one-half per cent) on the basis of your cover salary or your salary from this organization, whichever is the greater.

b. If you receive taxable income from both your cover facility and this organization, necessary adjustments for Federal, and if applicable, District of Columbia income tax purposes will be made in conformance with instructions received from this organization.

c. Consistent with your cover activity, you will continue to be responsible for compliance with the rules and regulations of this organization.

d. You are not assured upon the completion of your period of duty with your cover facility of any status with your cover based on your services performed with that organization at the request of this organization.

e. All annual and sick leave which is accrued to your credit at the time of integration will be transferred to your cover facility. While integrated you will be permitted annual leave, sick leave, home leave, and leave without pay in accordance with the regulations of your cover facility in lieu of the leave benefits of this organization. Upon completion of your integration your accrued annual and sick leave will be transferred to your credit with this organization. If security conditions require that your cover facility make a lump-sum payment for accrued annual leave, you will be required to pay the gross amount thereof to this organization including any income taxes withheld by your cover facility.

6. You will be required to keep forever secret this agreement and all other information which you may obtain by reason hereof, unless you are released in writing by this organization from this obligation. Violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations. The termination of your employment with this organization will not release you from the obligation of any security oath you may be required to take.

UNITED STATES GOVERNMENT

BY [signature]
Personnel Office

ACCEPTED:

[signature]

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(When Filled In)

IMPORTANT

Central Processing Branch has been charged with responsibility (OPM 20-5-1 dated 12 October 1961) for ensuring that all employees processing PCS to the ~~field have~~ reviewed the field version of the Employee Conduct Handbook. You will not be checkedout for your proposed travel until you sign the following statement and return it to CPB. Your Personnel Officer can provide you with a copy of the Handbook.

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Field Handbook 20-4, Employee Conduct, dated 30 July 1962

Joseph L. Piccolo — Signature
JOSEPH PICCOLO

27 Aug 65 — Date

SECRET
(When Filled In)

# VERIFIED RECORD OF OVERSEAS SERVICE

TO:
Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters

| EMPLOYEE SERIAL NO. | NAME OF EMPLOYEE (LAST, FIRST, MIDDLE) | OFFICE/COMPONENT |
|---|---|---|
| 1-6 | (Print) 7-24 | 25-28 |
| 025658 | PICCOLO, JOSEPH S. | 57 |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

| TYPE OF DATA | CODE | ARRIVAL MONTH | ARRIVAL DAY | ARRIVAL YEAR | DEPARTURE MONTH | DEPARTURE DAY | DEPARTURE YEAR | COUNTRY | UNIT |
|---|---|---|---|---|---|---|---|---|---|
| 1 - PCS (Basic)<br>3 - CORRECTION<br>5 - CANCELLATION | 27 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | 40-42 |
| | 1 | 09 | 29 | 65 | | | | MEXICO CITY | 450 |

TDY DATES OF SERVICE

| TYPE OF DATA | CODE | DEPARTURE MONTH | DEPARTURE DAY | DEPARTURE YEAR | RETURN MONTH | RETURN DAY | RETURN YEAR | AREA(S) | UNIT |
|---|---|---|---|---|---|---|---|---|---|
| 2 - TDY (Basic)<br>4 - CORRECTION<br>6 - CANCELLATION | 27 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | 40-42 |
| | | | | | | | | | |

SOURCE OF RECORD DOCUMENT

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | X | DISPATCH |
| | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO.: HMMT-5946

DOCUMENT DATE/PERIOD: 7 OCTOBER 1965

REMARKS

| PREPARED BY | X REPORT ANNOTATED ON SOURCE DOCUMENT | ABOVE DATA VERIFIED CORRECT BASED UPON SOURCE DOCUMENT CITED |
|---|---|---|
| [ ] F & L DIVISION<br>[X] P & T DIVISION | DATE 10/19/65 | SIGNATURE [illegible] |

FORM 1451a USE PREVIOUS EDITIONS

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

SECRET
(When Filled In)

62571 NOV 1965

# VERIFIED RECORD OF OVERSEAS SERVICE

TO:
Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters

| EMPLOYEE SERIAL NO. | NAME OF EMPLOYEE (Print) LAST | FIRST | MIDDLE | OFFICE/COMPONENT |
|---|---|---|---|---|
| 1-6 | | 7-26 | | 25-26 |
| 125658 | Piccolo, | Joseph | | 51 |

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

## PCS DATES OF SERVICE

| TYPE OF DATA | CODE | ARRIVAL MONTH | ARRIVAL DAY | ARRIVAL YEAR | DEPARTURE MONTH | DEPARTURE DAY | DEPARTURE YEAR | COUNTRY | OMIT |
|---|---|---|---|---|---|---|---|---|---|
| 1 - PCS (Basic)<br>3 - CORRECTION<br>5 - CANCELLATION | 27 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | 40-42 |
| | | | | | | | | | |

## TDY DATES OF SERVICE

| TYPE OF DATA | CODE | DEPARTURE MONTH | DEPARTURE DAY | DEPARTURE YEAR | RETURN MONTH | RETURN DAY | RETURN YEAR | AREA(S) | OMIT |
|---|---|---|---|---|---|---|---|---|---|
| 2 - ~~TDY (Basic)~~<br>4 - CORRECTION<br>6 - CANCELLATION | 27 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | 40-42 |
| | 2 | 10 | 15 | 65 | 18 | 11 | 65 | WH | 811 |

## SOURCE OF RECORD DOCUMENT

| | | | |
|---|---|---|---|
| ✓ | TRAVEL VOUCHER | | DISPATCH |
| | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

| DOCUMENT IDENTIFICATION NO. | DOCUMENT DATE/PERIOD |
|---|---|
| | |

REMARKS

| PREPARED BY | [illegible] | [illegible] |
|---|---|---|
| [illegible] | DATE [illegible] | SIGNATURE [illegible] |

FORM 1456 [illegible]

SECRET

14-00000

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T4K

Complete in duplicate. The data recorded on this form is essential in determining travel expenses allowable in connection with leave at government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. The original of this form will be filed in the employee's official personnel folder.

| NAME OF EMPLOYEE (Last) | (First) | (Middle) | SOCIAL SECURITY NUMBER |
|---|---|---|---|
| Piccolo | Joseph | S. | 265-44-1514 |

**1. RESIDENCE DATA**

| | |
|---|---|
| PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY: Washington D.C. | LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad): Washington D.C. |
| PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE: Ft. Lauderdale, Fla. | HOME LEAVE RESIDENCE: Ft. Lauderdale, Fla. |

**2. MARITAL STATUS (Check one)**

X SINGLE / MARRIED / SEPARATED / DIVORCED / WIDOWED / ANNULLED

| | |
|---|---|
| IF MARRIED, PLACE OF MARRIAGE | DATE OF MARRIAGE |
| IF DIVORCED, PLACE OF DIVORCE DECREE | DATE OF DECREE |
| IF WIDOWED, PLACE SPOUSE DIED | DATE SPOUSE DIED |

IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)

**3. MEMBERS OF FAMILY**

| NAME OF SPOUSE | ADDRESS (No., Street, City, Zone, State) | TELEPHONE NO. | |
|---|---|---|---|
| N/A | | | |
| NAMES OF CHILDREN | ADDRESS | SEX | DATE OF BIRTH |
| N/A | | | |
| NAME OF YOUR FATHER (Or male guardian) | ADDRESS | TELEPHONE NO. | |
| Joseph Piccolo | Ft. Lauderdale, Fla. | LO 4-5834 | |
| NAME OF YOUR MOTHER (Or female guardian) | ADDRESS | TELEPHONE NO. | |
| Irene A. Piccolo | Ft. Lauderdale, Fla. | LO 4-5834 | |

WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY: Parents

**4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY**

| | |
|---|---|
| NAME (Mr., Mrs., Miss) (Last-First-Middle): Piccolo, Irene A. | RELATIONSHIP: Mother |
| HOME ADDRESS (No., Street, City, Zone, State): 1636 N.E. 20th St. Ft. Lauderdale, Fla. | HOME TELEPHONE NUMBER: LO 4-5834 |
| BUSINESS ADDRESS (No., Street, City, Zone, State) AND NAME OF EMPLOYER, IF APPLICABLE: N/A | BUSINESS TELEPHONE & EXTENSION: N/A |

| | |
|---|---|
| IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.) | YES X / NO |
| IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.) | YES X / NO |
| DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.) | YES X / NO |

The persons named in item 3 above may also be notified in case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM.

CONTINUED ON REVERSE SIDE

## CURRENT RESIDENCE AND DEPENDENCY REPORT

FORM 61 USE PREVIOUS EDITIONS

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*(When Filled In)*

| 5. VOLUNTARY ENTRIES | |
|---|---|
| Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant. | |
| INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.<br>Ft. Lauderdale National Bank (checking & savings)<br>Ft. Lauderdale, Florida<br>Joseph Stephen Piccolo | |
| ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? | [X] YES [ ] NO |
| IF YES, DO YOU HAVE A JOINT ACCOUNT? | [ ] YES [X] NO |
| HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? [X] YES [ ] NO. (If "Yes" where is document located?)<br>with Parents | |
| HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? [ ] YES [X] NO. (If "Yes" give name(s) and address)<br>N/A | |
| HAVE YOU EXECUTED A POWER OF ATTORNEY? [ ] YES [X] NO. (If "Yes", who possess the power of attorney?) | |

6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

| SIGNED AT | DATE | SIGNATURE |
|---|---|---|
| Hqs | 27 Dec 65 | [illegible] |

CONFIDENTIAL

# NOTICE OF CHANGE IN HEALTH BENEFITS ENROLLMENT

FEDERAL EMPLOYEES HEALTH BENEFITS ACT OF 1959

## A. IDENTIFYING DATA

1. NAME (LAST) (FIRST) (MIDDLE INITIAL): Piccolo, Joseph
2. DATE OF BIRTH: 12/8/35
3. CAREER CONTROL NO.: 089869
4. ADDRESS (NUMBER AND STREET) (CITY AND ZONE NUMBER) (STATE)
5. PAYROLL OFFICE NO.: 11239901
6. ENROLLMENT CODE NO.: 421
7. DATE ACTION BECOMES EFFECTIVE: 8/25/62

## B. TERMINATION

☐ ENROLLMENT TERMINATES EFFECTIVE ON THE DATE SHOWN IN ITEM 7, ABOVE, WITH ELIGIBILITY TO CONVERT TO A NONGROUP CONTRACT

## C. CHANGE IN PLAN

☐ ENROLLMENT SHOWN BY ITEM 6, ABOVE, HAS BEEN TERMINATED BECAUSE OF ELECTION OF ANOTHER PLAN.

## D. TRANSFER OUT

☐ NAME AND ADDRESS OF NEW PAYROLL OFFICE (OR RETIREMENT SYSTEM) TO WHICH TRANSFERRING.

## E. TRANSFER IN

ENROLLMENT ACCEPTED BY THIS AGENCY ☐

## F. SUSPENSION

☐ ENROLLMENT HAS BEEN SUSPENDED, EFFECTIVE ON DATE SHOWN IN ITEM 7, ABOVE, WHILE ENROLLEE IS ON ACTIVE MILITARY DUTY OR FOR THE REASON STATED IN REMARKS

## G. REINSTATEMENT

ENROLLMENT HAS BEEN REINSTATED, EFFECTIVE ON DATE SHOWN IN ITEM 7, ABOVE. [X]

## H. CHANGE IN NAME OF ENROLLEE

ENROLLMENT HAS BEEN CHANGED TO: ☐

NAME — ADDRESS IF DIFFERENT FROM ITEM 4, ABOVE — DATE OF BIRTH

## I. CHANGE IN ENROLLMENT — SURVIVOR ANNUITANT

ENROLLMENT HAS BEEN CHANGED FROM FAMILY COVERAGE TO SELF ONLY ☐

NEW ENROLLMENT CODE NUMBER

## J. REMARKS

[illegible] 10141

## K. DATE OF NOTICE

SIGNATURE OF AUTHORIZED AGENCY OFFICIAL

HEALTH BENEFITS OFFICER (ALTERNATE) — NAME OF AGENCY

8/27/62 DATE

Central Intelligence Agency
ADDRESS
Washington 25, D. C.

QUADRUPLICATE — To Employing Office

REV. AUG. 1961

SECRET
(When Filled In)

# MILITARY STATUS QUESTIONNAIRE

(READ INSTRUCTIONS ON REVERSE SIDE)

DO NOT WRITE IN SPACES BELOW

1. THIS DATE (Month-day-year): August 27, 1962
2. NAME (Last-first-middle): Piccolo, Joseph Stephan
3. DATE OF BIRTH (Month-year): Dec 1935
4. SEX: [X] (1) MALE [ ] (2) FEMALE
5. OFFICE TO WHICH ASSIGNED:
6. SCHEDULE AND GRADE: GS-7
7. SUBJECT TO CURRENT DRAFT: [ ] YES [X] NO
8. INDICATE DRAFT CLASSIFICATION, IF ANY: 1-D

1-6. SERIAL NUMBER: 025658
7-24. NAME:
25-28. DOB: 12-35
29. SEX: 1
30-31. OFFICE CODE: 61
32-34. SCHD: GS
35-36 GR.: 07
37. DRAFT STATUS: V
38-39. CLASS.: 1-D

## VETERANS COMPLETE THE FOLLOWING

9. BRANCH OF SERVICE ON SEPARATION (Check one): [ ] (1) ARMY [ ] (2) NAVY [ ] (3) MARINE [X] (4) AIR FORCE [ ] (5) COAST GUARD
10. MIL. GRADE ON SEPARATION: Staff Sergeant
10A. YRS/MOS OF ACTIVE SERVICE: 1 yr 1 mo
11. STATUS AT TIME OF SEPARATION (Check one): [ ] (1) REGULAR [X] (2) RESERVE [ ] (3) DRAFTEE [ ] (4) OTHER (Specify in comments)
12. TYPE OF SEPARATION (Check one)

40. BRANCH SERVICE: 4
41-42. MIL. GRADE: E-5
43. STATUS AT SEPARATION: 2

### PLEASE NOTE

ALTHOUGH YOU MAY HAVE A SERVICE CONNECTED DISABILITY, DO NOT CHECK THE BOX "RETIRED-SERVICE CONNECTED DISABILITY" UNLESS YOU WERE ACTUALLY RETIRED FOR THIS REASON. IF OTHERWISE, CHECK "HONORABLE DISCHARGE" OR "RELEASED TO INACTIVE DUTY" AS APPROPRIATE, EVEN THOUGH YOU MAY BE DRAWING A DISABILITY ALLOWANCE OR COMPENSATION.

[ ] (1) RELEASED TO INACTIVE DUTY
[ ] (2) HONORABLE DISCHARGE
[ ] (3) RETIRED-20 (or more) YRS. SERVICE
[ ] (4) RETIRED-LESS THAN 20 YRS. SERVICE
[ ] (5) RETIRED-AGE
[ ] (6) RETIRED-SERVICE CONNECTED DISABILITY
[ ] (7) RETIRED-COMBAT DISABILITY
[X] (8) OTHER-SPECIFY UNDER COMMENTS

44. TYPE OF SEPARATION (A-less than 8 yrs; B-8 yrs or more)

| | | | |
|---|---|---|---|
| 1 A | 3 A | 5 A | 7 A |
| 1 B | 3 B | 5 B | 7 B |
| 2 A | 4 A | 6 A | (8 A) |
| 2 B | 4 B | 6 B | 8 B |

## MEMBERS OF RESERVE FORCES COMPLETE THE FOLLOWING

13. RESERVE BRANCH OR SERVICE: D.C. Air Nat'l Guard
14. ORIGINAL ENTRY DATE IN ARMED SERVICES: 13 Feb 54
15. SERVICE SERIAL NO.: AF22928914
16. MOS, AFSC, DESIGNATOR, OR RATING: 70250
17. MIL. GRADE: SSGT
18. RESERVE CATEGORY (Check one): [X] (1) READY [ ] (2) STANDBY [ ] (3) RETIRED
19. EXPIRATION DATE OF APPOINTMENT OR ENLISTMENT (Month and year): Aug 1963
20. MIL. MOBILIZATION ASSIGNMENT: 121st Tac Ftr Sq Andrews AFB
21. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED: 121st Tac Ftr Sq Andrews AFB

45. BRANCH SERVICE: 8
46-49. ENTRY DATE: 0254
50-59. SERV. SER. NO.: AF22928914
60-64. MOS, AFSC: 70250
65-66. MIL. GRADE: E5
67. CATEGORY: 1
68-71. EXPIRATION DATE: 0863
72. MOBILIZATION ASSIGNMENT: 2
73. ASSIGNMENT UNIT: 2
74. MOBILIZATION CATEGORY: 2

22. COMMENTS

Item 12. Honorable Separation From Active Duty USAF To Active Reserve DCANG. 24 Aug 62.

FORM 1-61 536 OBSOLETE PREVIOUS EDITION. SECRET

14-00000

STANDARD FORM 61
REVISED JUNE 1953
U. S. CIVIL SERVICE COMMISSION
F. P. M. CHAPTER A4

# APPOINTMENT AFFIDAVITS

IMPORTANT.—*Before swearing to these appointment affidavits, you should read and understand the attached information for appointee*

CENTRAL INTELLIGENCE AGENCY (Department or agency) ............ (Bureau or division) LANGLEY, VIRGINIA (Place of employment)

I, JOSEPH L. PICCOLO, do solemnly swear (or affirm) that—

## A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

## B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I knowingly a member of any organization that advocates the overthrow of the constitutional form of the Government of the United States, or which seeks by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) that I will not so advocate, nor will I knowingly become a member of such organization during the period that I am an employee of the Federal Government or any agency thereof.

## C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof. I do not and will not assert the right to strike against the Government of the United States or any agency thereof while an employee of the Government of the United States or any agency thereof. I do further swear (or affirm) that I am not knowingly a member of an organization of Government employees that asserts the right to strike against the Government of the United States or any agency thereof and I will not, while an employee of the Government of the United States or any agency thereof, knowingly become a member of such an organization.

## D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing such appointment.

## E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

25 AUGUST 1962 (Date of entrance on duty) — Joseph L. Piccolo (Signature of appointee)

Subscribed and sworn before me this 27th day of August A. D. 1962

at Langley (City) — Virginia (State)

[SEAL]

David W. Huber (Signature of officer)

Personnel Clerk (Title)

NOTE.—*The oath of office must be administered by a person specified in 5 U. S. C. 16, or by a person designated to administer oaths under Section 206, Act of June 26, 1943, 5 U. S. C. 16a. If by a Notary Public, the date of expiration of his commission should be shown.*

14-00000

# DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Admitted unfavorable information about such matters as arrests or discharges will be considered together with the favorable information in your record in determining your present fitness for Federal employment. However, a false statement or dishonest answer to any question may be grounds for dismissal after appointment and is punishable by law.

1 PRESENT ADDRESS (street and number, city and State)
1100 6th Street S.W. Washington 24, D.C.

2 (A) DATE OF BIRTH: 8 Dec 35
(B) PLACE OF BIRTH (city and State or city and foreign country): Yonkers, New York

3 (A) IN CASE OF EMERGENCY, PLEASE NOTIFY: Mrs. Joseph Piccolo
(B) RELATIONSHIP: Mother
(C) STREET AND NUMBER, CITY AND STATE: 1636 N.E. 20th St. Ft. Lauderdale, Fla.
(D) TELEPHONE NO.: LO 4-5834

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO
*If so, for each such relative fill in the blank below. If additional space is necessary, complete under Item 12.*

| NAME | POST OFFICE ADDRESS (Give street number, if any) | (1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED | RELATIONSHIP | MARRIED (Check one) | SINGLE |
|---|---|---|---|---|---|
| | | 1. 2. 3. | | | |
| | | 1. 2. 3. | | | |
| | | 1. 2. 3. | | | |

| INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN | YES | NO |
|---|---|---|
| 5. (A) ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA OR (B) AS A NATIVE OF AMERICAN SAMOA DO YOU OWE ALLEGIANCE TO THE UNITED STATES OF AMERICA? | X | |
| 6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? *If your answer is "Yes," give details in Item 12* | | X |
| 7. DO YOU RECEIVE OR HAVE YOU APPLIED FOR AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? *If your answer is "Yes," give details in Item 12* | | X |
| 8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN ARRESTED, CHARGED, OR HELD BY FEDERAL, STATE OR OTHER LAW ENFORCEMENT AUTHORITIES FOR ANY VIOLATION OF ANY FEDERAL LAW, STATE LAW COUNTY OR MUNICIPAL LAW REGULATION OR ORDINANCE? DO NOT INCLUDE TRAFFIC VIOLATIONS FOR WHICH A FINE OF $25 OR LESS WAS IMPOSED. ALL OTHER CHARGES MUST BE INCLUDED EVEN IF THEY WERE DISMISSED. *If your answer is "Yes," give in Item 12 for each case: (1) approximate date, (2) charge, (3) place, (4) action taken.* | | X |
| 9. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT HAVE YOU BEEN BARRED BY THE U S CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS? *If your answer is "Yes," give dates of and reasons for each debarment in Item 12.* | | X |

| INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN | YES | NO |
|---|---|---|
| 10 (A) HAVE YOU EVER FILED A WAIVER OF LIFE INSURANCE COVERAGE UNDER THE FEDERAL EMPLOYEES GROUP LIFE INSURANCE ACT? | | X |
| (B) IF YOU HAVE FILED SUCH A WAIVER, HAS IT BEEN CANCELED OR REVOKED? | | X |
| 11. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT: A. HAVE YOU BEEN DISCHARGED FROM EMPLOYMENT BECAUSE: (1) YOUR CONDUCT WAS NOT SATISFACTORY? | | X |
| (2) YOUR WORK WAS NOT SATISFACTORY? | | X |
| B. HAVE YOU RESIGNED AFTER OFFICIAL NOTIFICATION THAT: (1) YOUR CONDUCT WAS NOT SATISFACTORY? | | X |
| (2) YOUR WORK WAS NOT SATISFACTORY? | | X |
| C. HAVE YOU BEEN DISCHARGED FROM THE ARMED SERVICES UNDER OTHER THAN HONORABLE CONDITIONS? *If your answer to A, B, or C is "Yes," give details in Item 12 as clearly as you can remember, including the name and address of employer, approximate date, and reasons in each case.* | | X |

12. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS (Indicate item numbers to which answers apply)

| ITEM NO | | ITEM NO | |
|---|---|---|---|
| | | | |

**INSTRUCTIONS TO APPOINTING OFFICER.**—You must determine that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations, and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, any record of recent discharge or arrest, age, citizenship, and members of family. Also, to establish the identity of the appointee, you should particularly check (1) his signature and handwriting against the application and/or other pertinent papers and (2) his physical appearance against the medical certificate.

U S GOVERNMENT PRINTING OFFICE

STANDARD FORM 144
REVISED SEPTEMBER 1956
U.S. CIVIL SERVICE COMMISSION
FPM CHAPTERS 51 AND 52

# STATEMENT OF PRIOR FEDERAL CIVILIAN AND MILITARY SERVICE AND DETERMINATION OF COMPETITIVE STATUS

**IMPORTANT:** The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V.

**PART I.—EMPLOYEE'S STATEMENT**

1. NAME (*Last, first, middle initial*): Piccolo, Joseph S.

2. DATE OF BIRTH: 8 Dec 35

3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENT (*Do not include military service.*)

| NAME AND LOCATION OF AGENCY | FROM— YEAR | MONTH | DAY | TO— YEAR | MONTH | DAY | TYPE OF APPOINTMENT IF KNOWN |
|---|---|---|---|---|---|---|---|
| F.B.I. Wash. DC. | 53 | Aug | 8 | 55 | Sept | ? | |
| C.I.A. Wash DC. | 57 | Feb | 13 | 61 | Oct | 4 | |

4. LIST PERIODS OF ACTIVE SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES. IF YOU HAD NO ACTIVE MILITARY SERVICE, WRITE "NONE"

| BRANCH | FROM— YEAR | MONTH | DAY | TO— YEAR | MONTH | DAY | DISCHARGE (*Hon. or dishon.?*) |
|---|---|---|---|---|---|---|---|
| U.S. Air Force | 61 | Oct | 1 | 62 | Aug | 24 | Hon. |

5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? ☐ YES ☒ NO
IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.

| TYPE IF KNOWN (*LWOP, Furl, Susp, AWOL, Mer Mar*) | FROM— YEAR | MONTH | DAY | TO— YEAR | MONTH | DAY | TOTAL YEARS | MONTHS | DAYS |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS?
☒ YES ☐ NO
(*If answer is "Yes," in what agency were you employed at the time status was acquired?*)
C.I.A.

7. ARE YOU:
A. THE WIFE OF A DISABLED VETERAN? ☐ YES ☒ NO
B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? ☐ YES ☒ NO
C. THE UNREMARRIED WIDOW OF A VETERAN? ☐ YES ☒ NO

8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS
**I swear (or affirm) that the above statements are true to the best of my knowledge and belief.**

27 August 1962 (DATE) — Joseph S. Piccolo (SIGNATURE)

Subscribed and sworn to before me on this 27 day of Aug (MONTH) 1962 at Langley (CITY) Virginia (STATE)

SEAL — David W. Huber

**NOTE:** If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

**PART II.—THIS COLUMN IS FOR PERSONNEL OFFICE USE**

9. RETENTION GROUP
10. A. CSC STATUS ☐ YES ☐ NO
B. TYPE OF PRESENT APPOINTMENT
11. SERVICE — YEAR | MONTH | DAY
12. TOTAL SERVICE
13. NONCREDITABLE SERVICE (*Leave purposes only*):
14. NONCREDITABLE SERVICE (*RIF purposes only*):
15. REEMPLOYMENT RIGHTS ☐ YES ☐ NO
16. RETENTION RIGHTS ☐ YES ☐ NO
17. EXPIRATION DATE OF RETENTION RIGHTS

**INSTRUCTIONS:** File this form on the permanent side of the employee's official personnel folder immediately before or after the personnel action involved.

(OVER)

14-00000

CONFIDENTIAL
(when filled in)

ACKNOWLEDGEMENT

I hereby acknowledge that I have read and understand the contents of Handbook 20-4, Employee Conduct, dated 29 August 1961.

Joseph J. Piccolo
Signature

22 August 1962
Date

CONFIDENTIAL

14-00000

SECRET
(When Filled In)

# VERIFIED RECORD OF OVERSEAS SERVICE

TO:
Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

| EMPLOYEE SERIAL NO. | NAME OF EMPLOYEE: LAST (Print) | FIRST | MIDDLE | OFFICE/COMPONENT |
|---|---|---|---|---|
| 1-6 | | 7-24 | | 25-26 |
| 25658 | PICCOLO | JOSEPH | S | 46 |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

## PCS DATES OF SERVICE

| TYPE OF DATA | CODE | ARRIVAL: MONTH | DAY | YEAR | DEPARTURE: MONTH | DAY | YEAR | COUNTRY | OMIT |
|---|---|---|---|---|---|---|---|---|---|
| 1 - PCS (Basic)<br>3 - CORRECTION<br>5 - CANCELLATION | 27 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | 40-42 |
| | 1 | | | | 01 | 18 | 60 | MEXICO | 450 |

## TDY DATES OF SERVICE

| TYPE OF DATA | CODE | DEPARTURE: MONTH | DAY | YEAR | RETURN: MONTH | DAY | YEAR | AREA(S) | OMIT |
|---|---|---|---|---|---|---|---|---|---|
| 2 - TDY (Basic)<br>4 - CORRECTION<br>6 - CANCELLATION | 27 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | 40-42 |
| | | | | | | | | | |

## SOURCE OF RECORD DOCUMENT

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | | DISPATCH |
| | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| X | OTHER (Specify) RTN PICCOLO INFO | | |

| DOCUMENT IDENTIFICATION NO. | DOCUMENT DATE/PERIOD |
|---|---|
| | 25 JAN 60 |

REMARKS

| PREPARED BY | [illegible] | [illegible] |
|---|---|---|
| [illegible] | [illegible] | [illegible] |

FORM 1451a [illegible] SECRET [illegible]

NOTICE OF CHANGE IN HEALTH BENEFITS ENROLLMENT

A. IDENTIFYING DATA

7-30-61

B. TERMINATION

[ ] YOUR ENROLLMENT IN A HEALTH BENEFITS PLAN ... BEEN TERMINATED ... ABOVE ...

SEE FACT ... ON OTHER SIDE ...

C. CHANGE IN PLAN

[ ] YOUR ENROLLMENT SHOWN BY ITEM 6, ABOVE, HAS BEEN TERMINATED IN ACCORDANCE WITH YOUR RECENT ELECTION OF ANOTHER PLAN

D. TRANSFER

[ ] YOUR ENROLLMENT IN A HEALTH BENEFITS PLAN WILL BE TRANSFERRED TO:

EMPLOYING OFFICE (OR RETIREMENT SYSTEM) ... AT ...

SEE FACT ... ON OTHER SIDE FOR INFORMATION ON TRANSFER OF ENROLLMENT

YOUR ENROLLMENT IN A HEALTH BENEFITS PLAN HAS BEEN TRANSFERRED TO THIS OFFICE [ ]

E. SUSPENSION OR REINSTATEMENT

[X] YOUR ENROLLMENT IN A HEALTH BENEFITS PLAN HAS BEEN SUSPENDED ... YOU ARE ON ACTIVE ... DUTY ...

SEE FACT ... ON OTHER SIDE FOR INFORMATION ON ENTRY ON ACTIVE MILITARY DUTY

YOUR ENROLLMENT IN A HEALTH BENEFITS PLAN HAS BEEN REINSTATED, EFFECTIVE ON DATE SHOWN IN ITEM 7, ABOVE [ ]

F. CHANGE IN NAME OF ENROLLEE

THE ENROLLMENT SHOWN IN PART A, ABOVE, HAS BEEN CHANGED TO: [ ]

NAME ... ADDRESS (IF DIFFERENT FROM ITEM 4, ABOVE) ... DATE OF BIRTH

G. CHANGE IN ENROLLMENT — SURVIVOR ANNUITANT

YOUR ENROLLMENT IN A HEALTH BENEFITS PLAN HAS BEEN CHANGED FROM FAMILY COVERAGE TO SELF ONLY. [ ]

NEW ENROLLMENT CODE NUMBER

H. REMARKS

11741

T 56 37

I. DATE OF NOTICE

SIGNATURE OF AUTHORIZED AGENCY OFFICIAL ... DATE

HEALTH BENEFITS OFFICER ... D.C.

(ALTERNATE) NAME OF AGENCY ... ADDRESS

QUADRUPLICATE

14-00000

Standard Form No. 2809 CHAPTER 1-5 FPM (...)

# HEALTH BENEFITS REGISTRATION FORM

FEDERAL EMPLOYEES HEALTH BENEFITS ACT OF 1959

(Read instructions on back of last page. Use only typewriter or ballpoint pen.) 10741

EMPLOYEE NO. 0800459

**PART A** ALL WHO REGISTER MUST FILL IN THIS PART.

1. NAME (LAST) (FIRST) (MIDDLE INITIAL): PICCOLO Joseph S.

2. DATE OF BIRTH: MONTH 12 DAY 8 YEAR 35

3. Are you now married? YES [ ] 1 NO [X] 2

4. YOUR MAILING ADDRESS (NUMBER AND STREET) (CITY AND ZONE NUMBER) (STATE): 3828 Garfield Street N.W. Washington 7, D.C.

5. SEX: MALE [X] 1 FEMALE [ ] 2

6. Are you covered by, or is any family member listed below covered by or enrolling in, a plan under the Federal Employees Health Benefits Act of 1959 (through the enrollment of another United States or District of Columbia Government employee or annuitant)? YES [ ] NO [X]

7. Place an "X" in proper box to show your annual basic salary range.
UNDER $4,000 [ ] 1 — $4,000 TO $5,999 [X] 2 — $6,000 TO $7,999 [ ] 3 — $10,000 OR OVER [ ] 4

**PART B** FILL IN THIS PART IF YOU WISH TO ENROLL IN A HEALTH BENEFITS PLAN.

If enrollment is for self only, answer item 1. If enrollment is for self and family, also answer item 2 and item 3 if it applies.

THIS PART MUST ALSO BE FILLED IN IF YOU CHANGE YOUR ENROLLMENT.

1. I elect to enroll in a health benefits plan as shown below. I authorize deductions to be made from my salary, compensation, or annuity to cover my share of the cost of the enrollment. (Copy this information requested below from inside cover of brochure of the plan you select.)

| NAME OF PLAN | OPTION (HIGH OR LOW) | ENROLLMENT CODE NUMBER | | |
|---|---|---|---|---|
| ASSOCIATION BENEFIT PLAN | HIGH | 4 | 2 | 1 |

2. In space below list all eligible family members without exception. List your wife or husband first, then your unmarried children under age 19, including legally adopted children, and stepchildren and illegitimate children who live with you in a regular parent-child relationship. Include also any unmarried child over 19 who became disabled before age 19 and who, because of the disability, is incapable of self-support. (Attach a doctor's certificate for a disabled child age 19 or over.)

| NAMES OF FAMILY MEMBERS | DATE OF BIRTH (Month, Day, Year) | | NAMES OF FAMILY MEMBERS | DATE OF BIRTH (Month, Day, Year) | |
|---|---|---|---|---|---|
| Wife or Husband | | 1 | | | 6 |
| | | 2 | | | 7 |
| | | 3 | | | 8 |
| | | 4 | | | 9 |
| | | 5 | | | 10 |

3. If you are a female (employee or annuitant)—does the family listed above include a husband who is incapable of self-support by reason of mental or physical disability which can be expected to continue for more than one year? (If answer is "Yes," attach a doctor's certificate.) YES [ ] NO [ ]

**PART C** FILL IN THIS PART IF YOU WISH NOT TO ENROLL OR IF YOU WISH TO CANCEL YOUR ENROLLMENT.

PLACE AN "X" IN ITEM 1 OR ITEM 2, WHICHEVER APPLIES AND ANSWER ITEM 3

1. I elect not to enroll in any plan under the Health Benefits Act. [ ]

2. I elect to cancel my present enrollment under the Health Benefits Act. [ ]

3. The reason for my election is (Place an "X" in proper box)
(a) I am covered by a plan under the Health Benefits Act through the enrollment of my husband, wife, or parent. [ ] 1
(b) I am covered by a health insurance plan which is not under the Health Benefits Act. [ ] 2
(c) Any other reason. [ ] 3

**PART D** FILL IN THIS PART IF YOU WISH TO CHANGE YOUR ENROLLMENT.

I elect to change my enrollment as shown by the enrollment number and other information in Part B.

1. Enrollment code number of present plan.
2. Number of event which permits change (See table on back of duplicate for proper number.)
3. Date of event which permits change: MONTH DAY YEAR

**PART E** ALL WHO REGISTER MUST FILL IN THIS PART.

[signature] 28 June 1960

(YOUR SIGNATURE—DO NOT PRINT) (DATE)

WARNING.—Any intentional false statement in this application or willful misrepresentation relative thereto is a violation of the law punishable by a fine of not more than $10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1001.)

**PART F** TO BE COMPLETED BY AGENCY.

1. NAME AND ADDRESS OF EMPLOYING OFFICE

(SIGNATURE OF AUTHORIZED AGENCY OFFICIAL)

2. DATE RECEIVED IN EMPLOYING OFFICE: 6/3/60

3. EFFECTIVE DATE OF ELECTION: 7/ /6

4. PAYROLL OFFICE NO.

5. PAYROLL ACTION (INITIALS AND DATE)

**REMARKS** FOR USE ONLY BY ANNUITANTS AND AGENCY

WH

Triplicate — To Employing Office

14-00000

SECRET

# FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW.

| NAME OF EMPLOYEE (true) | DATE (from item 8-1) | NAME OF SUPERVISOR (true) | DATE (from item 8-2) |
|---|---|---|---|
| PICCOLO, Joseph S. | 18 Jun 59 | SCOTT, Winston M. | 18 Jun 59 |

NAME AND SIGNATURE OF OFFICIAL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW: R. D. BRANDON, WH/Personnel — DATE: 1 Jul 59

TO BE COMPLETED BY EMPLOYEE

| 1. DATE OF BIRTH | 2. GRADE | 3. CURRENT POSITION TITLE |
|---|---|---|
| 8 December 1935 | GS-5 | Mail and File Supervisor |

4. SERVICE DESIGNATION (if known): ~~RID~~

5. CURRENT STATION OR FIELD BASE: Mexico City

7A. EXPECTED DATE OF DEPARTURE FROM FIELD: 2 Jan 1959

6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR: None

7B. EXPECTED DATE OF ARRIVAL AT HEADQUARTERS PCS: 30 Jan 1960

8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form).

Sterilization and preparation of outgoing pouches, processing of incoming pouches, analysis of mail for filing, name checks and preparation of memoranda, records liaison, operation of Registry during absence of Chief, photo work during absence of KURIOT representative.

9. PREFERENCE FOR NEXT ASSIGNMENT:

A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 8, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.

Return to WHD or RID in analysis or report work with the intention of entering the IO or JOT program upon completion of studies at Georgetown University (approximately 1-1/2 years).

B. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (refer to catalog of courses, if available):

These courses that would be preparatory for entrance into the operational field.

SECRET

9. PREFERENCE FOR NEXT ASSIGNMENT (continued)

c. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY INSERTING NUMBERS 1, 2 AND 3 (for 1st, 2nd and 3rd choice) IN THE BOXES BELOW:

[2] RETURN TO MY CURRENT STATION

[1] BE ASSIGNED TO HEADQUARTERS FOR A TOUR OF DUTY. WITH RESPECT TO POSSIBLE ASSIGNMENT IN HEADQUARTERS, INDICATE CHOICE OF COMPONENT:
1ST. CHOICE WHD 2ND. CHOICE RID 3RD. CHOICE WED

[3] BE ASSIGNED TO ANOTHER FIELD STATION. WITH RESPECT TO POSSIBLE REASSIGNMENT TO ANOTHER FIELD STATION, INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIFIC STATION BASED ON QUALIFICATIONS
1ST. CHOICE MADRID 2ND. CHOICE ROME 3RD. CHOICE SALVADOR

10. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS?
INDICATE NUMBER OF WORK DAYS 15

11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL BE TRAVELLING OR MOVING WITH YOU:

None

12. SIGNATURE: COMPLETE ITEM NO. S-1, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM.

TO BE COMPLETED BY SUPERVISOR AT FIELD STATION

13. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE STATION, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

It is recommended that this employee be returned to Headquarters in January 1960 in order that he may complete his college education at Georgetown University. His replacement, who should be a trained RID specialist, should arrive in Mexico in early December 1959.

This employee should be allowed to take KUBARK training courses which would lead to his becoming an I.O. upon completion of his college education. It is believed he can become a very good I. O. with training.

14. SIGNATURE: COMPLETE ITEM NO. S-2, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM.

TO BE COMPLETED BY APPROPRIATE PERSONNEL OFFICER AT HEADQUARTERS

15. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE COMPONENT TO WHICH HE IS CURRENTLY ASSIGNED, INDICATE YOUR RECOMMENDATIONS FOR HIS NEXT ASSIGNMENT AND TRAINING:

Concur with Chief of Station recommendation for assignment at Headquarters in RID since there are no appropriate positions in WH Hqs to which he could be assigned.

| 16. NAME OF PERSONNEL OFFICER | SIGNATURE |
|---|---|
| P. C. BOWERS<br>DATE 1 July 1959 | PC Bowers |

FOR USE OF CAREER SERVICE

| | |
|---|---|
| 17. EMPLOYEE [ ] HAS [ ] HAS NOT BEEN NOTIFIED OF PLANNED REASSIGNMENT | 18. REFERENCE<br>DISPATCH NO. ______ CABLE NO. ______ |
| 19. TYPED OR PRINTED NAME | 20. SIGNATURE |
| 21. TITLE | 22. DATE |

23. COMMENTS

SECRET

CONFIDENTIAL
(When Filled In)

TRAVEL AGREEMENT BY STAFF EMPLOYEES ASSIGNED TO PERMANENT DUTY STATION OUTSIDE CONTINENTAL UNITED STATES

1. In accordance with the policy of the Central Intelligence Agency, I agree to serve outside the continental United States a minimum tour of 24 months from the date of my arrival at my permanent post of duty, unless said tour is sooner terminated by the Government for its convenience, or it is terminated by the Agency for circumstances that are considered by it to be beyond my control.

2. It is understood and agreed that if I terminate for reasons within my control in less than 12 months from the date of arrival at said post, I shall reimburse CIA for all travel expenses, including storage and per diem, incurred in the transporting of myself, my dependents, my household and personal effects and my automobile to my permanent post of duty, and shall pay all return travel and transportation expenses to the United States.

3. It is further understood and agreed that if I terminate for reasons within my control subsequent to the twelfth month but prior to the completion of my tour of duty, I shall pay all return expenses for the travel and transportation of myself, my dependents, my household and personal effects and my automobile to the United States.

WITNESS:

Patricia H. Keefe
Office of Personnel

Joseph S. Piccolo
(Employee)
Joseph S. Piccolo

Date: 4 Nov 1957

14-00000

STANDARD FORM 61
REVISED MARCH 1956
U. S. CIVIL SERVICE COMMISSION
F. P. M. CHAPTER A8

# APPOINTMENT AFFIDAVITS

**IMPORTANT.**—*Before swearing to these appointment affidavits, you should read and understand the attached information for appointee*

CENTRAL INTELLIGENCE AGENCY (Department or agency) ............ (Bureau or division) Washington, D. C. (Place of employment)

I, Joseph Stephan Piccolo, do solemnly swear (or affirm) that—

## A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

## B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I knowingly a member of any organization that advocates the overthrow of the constitutional form of the Government of the United States, or which seeks by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) that I will not so advocate, nor will I knowingly become a member of such organization during the period that I am an employee of the Federal Government or any agency thereof.

## C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof. I do not and will not assert the right to strike against the Government of the United States or any agency thereof while an employee of the Government of the United States or any agency thereof. I do further swear (or affirm) that I am not knowingly a member of an organization of Government employees that asserts the right to strike against the Government of the United States or any agency thereof and I will not, while an employee of the Government of the United States or any agency thereof, knowingly become a member of such an organization.

## D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing such appointment.

## E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

4 Feb. 1957 (Date of entrance on duty) ............ Joseph S. Piccolo (Signature of appointee)

Subscribed and sworn before me this 4th day of February A. D. 19 57,

at Washington, (City) D. C. (State)

[SEAL] ............ [signature] (Signature of officer)

Appointment Clerk (Title)

**NOTE.**—*If the oath is taken before a Notary Public the date of expiration of his commission should be shown.*

14-00000

RECORD OF OVERSEAS SERVICE

NAME OF EMPLOYEE

EMPLOYEE SERIAL NO

COMPLETED BY EMPLOYEE YES NO

TELEPHONE EXT

SECRET (WHEN FILLED IN)

INSTRUCTIONS

DO NOT FOLD, STAPLE, SPINDLE, OR MUTILATE

THIS FORM MUST BE RETURNED WHETHER YOU HAVE HAD OVERSEAS SERVICE OR NOT.

PLEASE READ CAREFULLY INSTRUCTIONS ON ACCOMPANYING CARD, THEN FILL OUT THIS FORM AS ACCURATELY AS POSSIBLE.

| DO NOT WRITE IN COLUMN | WHERE SERVICE WAS PERFORMED | POSITION (ENTER NO.) | FROM MO. YR | TO MO. YR | SERVICE AS CIVILIAN 1 MILITARY 2 | RESPONSIBLE U.S. GOVT DEPT OR AGENCY | DO NOT WRITE IN COLUMN |
|---|---|---|---|---|---|---|---|
| 450 | Mexico | 1 | 12 57 | 12 58 | 1 | CIA | 100 |

FORM 1451

IF ADDITIONAL SPACE IS NEEDED, CHECK HERE [ ] AND ASK YOUR ADMINISTRATIVE OFFICER FOR SUPPLEMENTAL CARDS

SECRET

| INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN | YES | NO |
|---|---|---|
| 5 (A) ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA, OR (B) AS A NATIVE OF AMERICAN SAMOA DO YOU OWE ALLEGIANCE TO THE UNITED STATES OF AMERICA? | X | |
| 6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? *If your answer is "Yes," give details in Item 12* | | X |
| 7. DO YOU RECEIVE OR HAVE YOU APPLIED FOR AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? *If your answer is "Yes," give details in Item 12.* | | X |
| 8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN ARRESTED, CHARGED, OR HELD BY FEDERAL, STATE, OR OTHER LAW ENFORCEMENT AUTHORITIES, FOR ANY VIOLATION OF ANY FEDERAL LAW, STATE LAW, COUNTY OR MUNICIPAL LAW, REGULATION OR ORDINANCE? DO NOT INCLUDE TRAFFIC VIOLATIONS FOR WHICH A FINE OF $25 OR LESS WAS IMPOSED. ALL OTHER CHARGES MUST BE INCLUDED EVEN IF THEY WERE DISMISSED. *If your answer is "Yes," give in Item 12 for each case: (1) approximate date, (2) charge, (3) place, (4) action taken.* | | X |
| 9. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN BARRED BY THE U.S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS? *If your answer is "Yes," give dates of and reasons for such debarment in Item 12* | | X |

| INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN | YES | NO |
|---|---|---|
| 10. (A) HAVE YOU EVER FILED A WAIVER OF LIFE INSURANCE COVERAGE UNDER THE FEDERAL EMPLOYEES' GROUP LIFE INSURANCE ACT? | | X |
| (B) IF YOU HAVE FILED SUCH A WAIVER, HAS IT BEEN CANCELED OR REVOKED? | | X |
| 11. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT: A. HAVE YOU BEEN DISCHARGED FROM EMPLOYMENT BECAUSE: (1) YOUR CONDUCT WAS NOT SATISFACTORY? | | X |
| (2) YOUR WORK WAS NOT SATISFACTORY? | | X |
| B. HAVE YOU RESIGNED AFTER OFFICIAL NOTIFICATION THAT: (1) YOUR CONDUCT WAS NOT SATISFACTORY? | | X |
| (2) YOUR WORK WAS NOT SATISFACTORY? | | X |
| C. HAVE YOU BEEN DISCHARGED FROM THE ARMED SERVICES UNDER OTHER THAN HONORABLE CONDITIONS? *If your answer to A, B, or C is "Yes," give details in Item 12 as clearly as you can remember, including the name and address of employer, approximate date, and reasons in each case.* | | X |

12. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS (*Indicate item numbers to which answers apply*)

| ITEM NO | | ITEM NO | |
|---|---|---|---|
| | | | HAVE YOU ... |
| | | | DATA ... FEDERAL ... |
| | | | D. C. ... |
| | | | [X] |

**INSTRUCTIONS TO APPOINTING OFFICER.**—You must determine that the appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations, and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, any record of recent discharge or arrest, age, citizenship, and members of family. Also, to establish the identity of the appointee, you should particularly check (1) his signature and handwriting against the application and/or other pertinent papers and (2) his physical appearance against the medical certificate.

U. S. GOVERNMENT PRINTING OFFICE 16—68169-6

14-00000

STANDARD FORM 144
REVISED SEPTEMBER 1968
U. S. CIVIL SERVICE COMMISSION
FPM CHAPTERS 51, 53 AND 58

# STATEMENT OF PRIOR FEDERAL [illegible]N AND MILITARY SERVICE AND DETERMINATION OF C[illegible]PETITIVE STATUS

**IMPORTANT:** The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V.

## PART I.—EMPLOYEE'S STATEMENT

1. NAME (*Last, first, middle initial*): Piccolo, Joseph S.

2. DATE OF BIRTH: 5 Dec. 1935

3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENT (*Do not include military service.*)

| NAME AND LOCATION OF AGENCY | FROM— YEAR | MONTH | DAY | TO— YEAR | MONTH | DAY | TYPE OF APPOINTMENT IF KNOWN |
|---|---|---|---|---|---|---|---|
| Federal Bureau of Investigation Washington, D.C. | 1953 | Aug | 3 | 1955 | Sept | 9 | Clerical |

4. LIST PERIODS OF ACTIVE SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES. IF YOU HAD NO ACTIVE MILITARY SERVICE, WRITE "NONE."

| BRANCH | FROM— YEAR | MONTH | DAY | TO— YEAR | MONTH | DAY | DISCHARGE (*Hon. or dishon.?*) |
|---|---|---|---|---|---|---|---|
| NONE | | | | | | | |

5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? ☐ YES ☒ NO
IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.

| TYPE IF KNOWN (*LWOP, Furl, Susp, AWOL, Mer Mar*) | FROM— YEAR | MONTH | DAY | TO— YEAR | MONTH | DAY | TOTAL YEARS | MONTHS | DAYS |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS?
☐ YES ☒ NO
(*If answer is "Yes," in what agency were you employed at the time status was acquired?*)

7. ARE YOU:
A. THE WIFE OF A DISABLED VETERAN? ☐ YES ☒ NO
B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? ☐ YES ☒ NO
C. THE UNREMARRIED WIDOW OF A VETERAN? ☐ YES ☒ NO

8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS.

**I swear (or affirm) that the above statements are true to the best of my knowledge and belief.**

4 Feb 1957 (DATE) — [signature] (SIGNATURE)

Subscribed and sworn to before me on this 4th day of Feb (MONTH) 1957 at Washington (CITY), D.C. (STATE)

**SEAL** [signature]

**NOTE:** If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

## PART II—THIS COLUMN IS FOR PERSONNEL OFFICE USE

9. RETENTION GROUP

10. A. CSC STATUS ☐ YES ☐ NO
B. TYPE OF PRESENT APPOINTMENT

11. SERVICE

| YEAR | MONTH | DAY |
|---|---|---|
| 55 | 9 | 9 |
| 53 | 8 | 3 |
| 2 | 1 | 6 |

12. TOTAL SERVICE: 2 / 1 / 6

13. NONCREDITABLE SERVICE (*Leave purposes only*):

14. NONCREDITABLE SERVICE (*RIF purposes only*):

15. REEMPLOYMENT RIGHTS ☐ YES ☐ NO

16. RETENTION RIGHTS ☐ YES ☐ NO

17. EXPIRATION DATE OF RETENTION RIGHTS

**INSTRUCTIONS:** File this form on the permanent side of the employee's official personnel folder immediately before or after the personnel action involved.

**(OVER)**

*Part III.*— **DETERMINATION OF COMPETITIVE STATUS.** *(Complete for noncompetitive hires based on competitive status as required by instructions in FPM Chapter 52.)* Employee has a competitive status. This determination is based upon the following evidence:

| NAME OF AGENCY | SIGNATURE AND OFFICIAL TITLE | DATE |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

**PART IV.— DETERMINATION OF CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR LEAVE PURPOSES**

| | TOTAL SERVICE *(Item 12)* | NONCREDITABLE SERVICE *(Item 13)* | CREDITABLE SERVICE *(Leave Purposes)* | ENTRANCE ON DUTY DATE *(Present Agency)* | LESS CREDITABLE SERVICE *(Leave Purposes)* | SERVICE COMPUTATION DATE *(Leave Purposes)* |
|---|---|---|---|---|---|---|
| **Years** | | | [illegible] | [illegible] | [illegible] | [illegible] |
| **Months** | | | [illegible] | [illegible] | [illegible] | [illegible] |
| **Days** | | | [illegible] | [illegible] | [illegible] | [illegible] |

**PART V.— DETERMINATION OF CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR REDUCTION IN FORCE PURPOSES.** *(Complete only in those cases when the amount of creditable service for reduction in force purposes differs from the amount creditable for leave purposes.)*

| | TOTAL SERVICE *(Item 12)* | NONCREDITABLE SERVICE *(Item 14)* | CREDITABLE SERVICE *(RIF Purposes)* | ENTRANCE ON DUTY DATE *(Present Agency)* | LESS CREDITABLE SERVICE *(RIF Purposes)* | SERVICE COMPUTATION DATE* *(RIF Purposes)* |
|---|---|---|---|---|---|---|
| **Years** | | | | | | |
| **Months** | | | | | | |
| **Days** | | | | | | |

* Same as the "Service Computation Date" on the employee's "Service Record Card," SF 7

REMARKS:

14-00000

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(When Filled In)

Date 4 February 1957

Dear Mr. Piccolo:

1. This is to notify you that the United States Government, as represented by the Central Intelligence Agency, has accepted your employment effective 4 February 1957.

Position: File Clerk

Base Salary: $3415.00 per annum

2. You will be entitled to receive annual and sick leave, retirement coverage and such other employee benefits as may be provided by Agency regulations or applicable Federal laws and regulations.

3. As a condition of your employment by the Central Intelligence Agency, you are subject to assignment to tours of duty at posts outside the continental United States. Each time you are so assigned, the duration of the tour of duty will be prescribed in advance and will normally consist of a period of 24 months. You will be required to serve the prescribed period of the overseas tour of duty from the date of arrival at your overseas post of duty unless this tour is sooner terminated by the Government for its convenience or it is terminated for circumstances that are considered by the Agency to be beyond your control.

4. If you terminate your assignment at an overseas post of duty for reasons within your control in less than 12 months from the date of arrival at the overseas post of duty, it is understood and agreed that you will be liable for reimbursing CIA for all travel expenses, including storage and per diem, incurred by the Government in the transportation of yourself, your dependents, household effects and automobile to your overseas post of duty, and you will pay all return travel and transportation expenses to the United States.

5. It is further understood and agreed that if you terminate your overseas assignment for reasons within your control subsequent to the twelfth month but prior to the completion of your prescribed tour of duty, you will pay all return expenses for the travel and transportation of yourself, your dependents, household effects and automobile to the United States.

6. If you wish to return to the United States for personal reasons during your overseas tour of duty, all travel and transportation costs incident to such return will be borne by you, with no expense to the Government.

FORM 911

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7. Your employment is conditioned upon satisfactory completion of the training courses prescribed by CIA and satisfactory performance of duty for a total period of 12 months from the date of employment. In the event either training or performance of duty is deemed unsatisfactory by CIA, you will be considered for other types of available employment for which you are suited, or your employment will be terminated.

8. Your appointment is for such time as your services may be required and available funds permit.

Office of Personnel

I accept the above agreement as a condition of my employment by CIA.

Joseph S. Piccolo (Employee) 4 February 1957 (Date)



CONFIDENTIAL

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# REQUEST FOR MEDICAL EVALUATION

| 1. REQUEST DATE | 23 Aug 79 |
|---|---|
| 2. APPLICANT HAS APPLICANT PREVIOUSLY BEEN SEEN BY OMS | ☐ YES ☐ NO |
| 3. NAME (Last, First, Middle) | Piccolo, Joseph S. |
| 4. SOCIAL SECURITY NO. | 265-44-1914 |
| 5. DATE OF BIRTH | [redacted] 6 Dec 35 |
| 7. SEX | M |
| 8. GRADE | GS-13 |
| 9. AFFILIATION CD | A11 |
| 10. DIRECTORATE/OFFICE/DIVISION | DDO/CI Staff |
| 11. EMP. EXT. | 6663 |
| 12. POSITION TITLE | Operations Officer |

COMPLETE 13-19 FOR EACH DEPENDENT TO ACCOMPANY OR RETURN WITH EMPLOYEE ONLY IF 2 IS CHECKED "DEPENDENTS"

| 13. DEPENDENT NAME (L F M) | 14. SOC. SEC. NO. | | 16. DOB (DMY) | 17. SEX | 18. RELATIONSHIP | 19. DEPENDENT PREVIOUSLY SEEN BY OMS (yes - no) |
|---|---|---|---|---|---|---|
| | | [redacted] | | | | |

20. REQUESTED ACTION (more than one action is acceptable)

| | | | | | |
|---|---|---|---|---|---|
| APPLICANT | | PRE EMPLOYMENT | | EOD | |
| ASSIGNMENTS | | O/S PCS | STATION / TYPE COVER | ETD/ETA (DD MO YR) / POSITION | NO. OF DEPENDENTS TO ACCOMPANY OR RETURN |
| | | O/S TDY | | | |
| | | O/S RETURNEE | | FITNESS FOR DUTY | OTHER (specify) |
| | XXX | O/S TDY STANDBY | | RETURN TO DUTY | |
| | | O/S PLANNING | | SPECIAL TRAINING | |
| SEPARATION | | RETIREMENT | | MOR CIARDS | MOR CSC |
| ROUTINE | | REGULAR ANNUAL | | EXECUTIVE ANNUAL | MPT PHE |

21. COMMENTS

Please renew TDY standby. Mr. Piccolo's present TDY clearance expires in October 1979.

| 22. REQUESTING DIRECTORATE/OFFICE/DIV | 23. ROOM & BLDG | 24. EXTENSION | 25. SIGNATURE OF REQUESTING OFFICER |
|---|---|---|---|
| DDO/CI/PERS | 2C36 Hqs. | 4313 | Deirdre A. Adams |

FOR OMS USE ONLY

FOR APPLICANTS

- ☐ APPROVE PROCESSING FOR EOD
- ☐ HOLD PENDING RECEIPT OF ADDITIONAL MEDICAL INFORMATION (form letter attached)
- ☐ REQUEST PRE EMP. MEDICAL EVALUATION
- ☐ OTHER (see comments)

COMMENTS

DATE — OMS SIGNATURE

FOR OTHER ACTIONS

| REQUESTED ACTION | QUAL | COND QUAL | DEFER | DISQUAL |
|---|---|---|---|---|
| TDY STBY | X | | | |

COMMENTS

Qual TDY STBY until Sept. 31

Oct 1, 1979

James J. Graham OMS/PEO

OMS ASSESSMENT STATUS — EXAMINATION FACILITY — DATE — OMS SIGNATURE

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FORM 2698

4 - OMS

CONFIDENTIAL
(When Filled In)

# MEMORANDUM OF UNDERSTANDING
## REGARDING MILITARY SERVICE OBLIGATION

I understand that in accepting a position with the Central Intelligence Agency while subject to induction into the Armed Forces under the Selective Service Act, I cannot and will not expect deferment from such military service by virtue of my employment with the Central Intelligence Agency.

SIGNED Joseph L. Piccolo

WITNESS George Roder

DATE 31 May 57

CONFIDENTIAL

FORM NO. 278
1 OCT 54

(12)

14-00000

SECRET | CONFIDENTIAL | INTERNAL USE ONLY | UNCLASSIFIED

# REQUEST FOR MEDICAL EVALUATION

| | |
|---|---|
| Request date | 6 Sep 77 |
| 1 Name (Last, First, Middle) | Piccolo, Joseph S. |
| Social Security No. | 265 44 1914 |
| Chart No. | 019494 |
| Date of Birth | 8 Dec 35 |
| Sex | M |
| Grade | GS-13 |
| Affiliation | A11 |
| Directorate/Office/Division | DDO/CI/OG/SO |
| Ext | 6348 |
| Position Title | Operations Officer |

COMPLETE 13-19 FOR EACH DEPENDENT TO ACCOMPANY OR RETURN WITH EMPLOYEE ONLY IF 2 IS CHECKED "DEPENDENT(S)"

| 13 DEPENDENT NAME (L F M) | 14 SOC SEC NO | 15 CHART NO | 16 DOB (DMY) | 17 SEX | 18 RELATIONSHIP | 19 DEPENDENT PREVIOUSLY SEEN BY OMS (yes, no) |
|---|---|---|---|---|---|---|
| | | | | | | |

20 REQUESTED ACTION (more than one action is acceptable)

| | | | | |
|---|---|---|---|---|
| APPLICANT | | PRE EMPLOYMENT | | EOD |
| ASSIGNMENTS | | O/S PCS | | |
| | | O/S TDY | | |
| | | O/S RETURNEE | | FITNESS FOR DUTY |
| | XX | O/S TDY STANDBY | | RETURN TO DUTY |
| | | O/S PLANNING | | SPECIAL TRAINING |
| SEPARATION | | RETIREMENT | | MOR/CIARDS |
| ROUTINE | | REGULAR ANNUAL | | EXECUTIVE ANNUAL |

21 COMMENTS

| 22 REQUESTING DIRECTORATE/OFFICE/DIV | 23 ROOM BLDG | 24 EXTENSION | 25 SIGNATURE OF REQUESTING OFFICER |
|---|---|---|---|
| DDO/PCS/CSS/Pers | 2C43 | 4013 | Virginia L. Rodgers |

FOR OMS USE ONLY

FOR APPLICANTS
- APPROVE PROCESSING FOR EOD
- HOLD PENDING RECEIPT OF ADDITIONAL MEDICAL INFORMATION (form letter attached)
- REQUEST PRE EMP MEDICAL EVALUATION
- OTHER (see comments)

COMMENTS

DATE — OMS SIGNATURE

FOR OTHER ACTIONS

| REQUESTED ACTION | QUAL | COND QUAL | DEFER | DISQUAL |
|---|---|---|---|---|
| TDY STDBY | XX | | | |

COMMENTS

Expires 1 October 1979.

9 November 1977
James J. Graham, OMS/PEO

DATE — OMS SIGNATURE

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FORM 2098

2 - OMS

14-00000

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# REQUEST FOR MEDICAL EVALUATION

| OMS DATE | REQUEST DATE | APPLICANT / HAS APPLICANT PREVIOUSLY BEEN SEEN BY OMS | YES | NO |
|---|---|---|---|---|
| 3/77 | 25 Feb 77 | X DEPENDENT(S) / EMPLOYEE | | |

| 3 NAME (Last First Middle) | 4 SOCIAL SECURITY NO | | 6 DATE OF BIRTH | 7 SEX |
|---|---|---|---|---|
| Piccolo, Joseph S. | 265-44-1914 | [redacted] | 8 Dec 35 | M |

| 8 GRADE | 9 AFFILIATION CG | 10 DIRECTORATE OFFICE/DIVISION | 11 EMP EXT | 12 POSITION TITLE |
|---|---|---|---|---|
| GS-13 | All | DDO/LA/Hqs | 7350 | Operations Officer |

COMPLETE 13-19 FOR EACH DEPENDENT TO ACCOMPANY OR RETURN WITH EMPLOYEE ONLY IF 2 IS CHECKED "DEPENDENT(S)"

| 13 DEPENDENT NAME (L F M) | 14 SOC SEC NO | 16 DOB (DMY) | 17 SEX | 18 RELATIONSHIP | 19 DEPENDENT PREVIOUSLY SEEN BY OMS (yes no) |
|---|---|---|---|---|---|
| Piccolo, Norma | [redacted] | 9Oct43 | F | Wife | Yes |
| Piccolo, Normandy | | 3Feb70 | F | Dau | Yes |
| Piccolo, Burgandy | | 7May71 | F | Dau | Yes |

20 REQUESTED ACTION (more than one action is acceptable)

| | | | | |
|---|---|---|---|---|
| APPLICANT | | PRE EMPLOYMENT | | EOD |
| ASSIGNMENTS | X | O/S PCS | STATION: Mexico City, Mexico | ETD/ETA (if known): 25 Jul 77 · NO. OF DEPENDENTS TO ACCOMPANY OR RETURN: Three |
| | | O/S TDY | TYPE COVER: Designee | POSITION: Operations Officer |
| | | O/S RETURNEE | | FITNESS FOR DUTY · OTHER (specify) |
| | | O/S TDY STANDBY | | RETURN TO DUTY |
| | | O/S PLANNING | | SPECIAL TRAINING |
| SEPARATION | | RETIREMENT | | MUR/CIARDS · MUR/CSC |
| ROUTINE | | REGULAR ANNUAL | | EXECUTIVE ANNUAL · MPT/PHE |

21 COMMENTS

Please schedule physicals

| 22 REQUESTING DIRECTORATE OFFICE/DIV | 23 ROOM/BLDG | 24 EXTENSION | 25 SIGNATURE OF REQUESTING OFFICER |
|---|---|---|---|
| DDO/LA/Pers | 3D-3113 Hqs. | 7350 | Jill Kritzer |

FOR OMS USE ONLY

FOR APPLICANTS

- APPROVE PROCESSING FOR EOD
- HOLD PENDING RECEIPT OF ADDITIONAL MEDICAL INFORMATION (form letter attached)
- REQUEST PRE EMP MEDICAL EVALUATION
- OTHER (see comments)

COMMENTS

DATE OMS SIGNATURE

FOR OTHER ACTIONS

| REQUESTED ACTION | QUAL | COND QUAL | DEFER | DISQUAL |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

OMS ACCOUNTABILITY CLASS · EXAMINATION FACILITY

COMMENTS

CHIEF ... 

6 OCT 1977

DATE OMS SIGNATURE

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E2 IMPDET CL BY 006962

FORM 2698

3 OMS

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# REQUEST FOR MEDICAL EVALUATION

1. DATE OF REQUEST: 30 Sept 75

2. NAME (Last, First, Middle): Piccolo, Joseph S.

3. POSITION TITLE: Ops Officer

4. GRADE: GS-13

5. OFFICE DIVISION BRANCH: DDO/LA/COG

6. EMPLOYEE'S EXT.:

7. PURPOSE OF EVALUATION

[ ] PRE-EMPLOYMENT

[ ] ENTRANCE ON DUTY

[XX] TDY STANDBY

[ ] SPECIAL TRAINING

[ ] ANNUAL

[ ] RETURN TO DUTY

[ ] FITNESS FOR DUTY

[ ] MEDICAL RETIREMENT

[ ] HQS/TDY

[ ] OVERSEAS ASSIGNMENT

ETD:
STATION:
TDY OR PCS:
TYPE OF COVER:
NO. OF DEPENDENTS TO ACCOMPANY:
NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY ATTACHED:

[XX] RETURN FROM OVERSEAS

ETA: 29 Sept 75
STATION: Managua
NO. OF DEP.'S:

8. OVERSEAS PLANNING EVALUATION (One block must be checked)

[ ] YES

[ ] NO

9. REQUESTING OFFICER

SIGNATURE: Kathy Hill (signature)

Kathy Hill, LA/Trng

ROOM NO. & BUILDING: 3C34 Hqs

EXT.: 5871

10. COMMENTS

11. REPORT OF EVALUATION

Returnee Exam Completed. Qualified for TDY Standby until 1 October 1977.

DATE: 19 March 1976

William T. Colder, OMS/pro

FORM 259 (handwritten mark)

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SECRET

| 1. NAME (Last, First, Middle) | 2. DATE OF BIRTH | 3. GRADE |
|---|---|---|
| Piccolo, Joseph S. | 12/08/35 | GS-13 |

| 4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment) | 5. PRESENT POSITION | 6. EMPLOYEE EXTENSION |
|---|---|---|
| DDO/WH/Rio de Janeiro | Ops Officer | 5671 |

| 7. PROPOSED STATION | 8. PROPOSED POSITION (Title, Number, Grade) |
|---|---|
| Managua, Nicaragua | Ops Officer 0306 GS-13 |

| 9. TYPE OF COVER AT NEW STATION | 10. ESTIMATED DATE OF DEPARTURE | 11. NO. OF DEPENDENTS TO ACCOMPANY |
|---|---|---|
| State SSN# 265 44 1914 | 09/10/73 | three |

12. COMMENTS

Physicals to be taken in the field.

| 13. DATE OF REQUEST | 14. SIGNATURE OF REQUESTING OFFICIAL | 15. ROOM NUMBER AND BUILDING | 16. EXTENSION |
|---|---|---|---|
| 18 May 1973 | Karl Fleck | 3D 5317 Hqs | 5671 |

17. OFFICE OF MEDICAL SERVICES DISPOSITION

18. OFFICE OF SECURITY DISPOSITION

19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION

24 AUG 1973

QUALIFIED FOR PROPOSED ASSIGNMENT OVERSEAS

Chairman, Overseas Candidate Review Panel

REQUEST FOR PCS OVERSEAS EVALUATION

FORM 1-66 259a USE PREVIOUS EDITIONS

SECRET

SECRET
(When Filled In)

## REQUEST FOR MEDICAL EVALUATION

1. DATE OF REQUEST: 18 May 1973

2. NAME (Last, First, Middle): Piccolo, Joseph S. (dependentd of)

3. POSITION TITLE: Ops Officer

4. GRADE: GS-13

5. OFFICE DIVISION BRANCH: DDO/WH/Rio De Janeiro

6. EMPLOYEE'S EXT.: ------

7. PURPOSE OF EVALUATION

- [ ] PRE-EMPLOYMENT
- [ ] ENTRANCE ON DUTY
- [ ] TDY STANDBY
- [ ] SPECIAL TRAINING
- [ ] ANNUAL
- [ ] RETURN TO DUTY
- [ ] FITNESS FOR DUTY
- [ ] MEDICAL RETIREMENT
- [ ] HDQS/TDY
- [XX] OVERSEAS ASSIGNMENT

ETD: 09/10/73
STATION: Managua, Nicaragua
TDY OR PCS: PCS
TYPE OF COVER: State
NO. OF DEPENDENTS TO ACCOMPANY: three
NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY ATTACHED: none

- [ ] RETURN FROM OVERSEAS

ETA:
STATION:
NO. OF DEP.'S:

8. OVERSEAS PLANNING EVALUATION (One block must be checked)

- [ ] YES
- [ ] NO

9. REQUESTING OFFICER

SIGNATURE: [signature]
Karl Fleck
ROOM NO. & BUILDING: 3D 5317 Hqs
EXT: SEEX 5671

10. COMMENTS

| | | |
|---|---|---|
| Norma | WIFE | 10/29/43 |
| Normandy | Dau | 02/23/70 |
| Burgandy | Dau | 05/17/71 |

Physicals to be taken in the fidd.

11. REPORT OF EVALUATION

QUALIFIED FOR OS PCS

DATE: 18 19 73

PETER J. GAUGHAN

SIGNATURE FOR DIRECTOR OF MEDICAL STAFF

FORM 390 USE PREVIOUS EDITIONS

SECRET

CONFIDENTIAL

| REQUEST FOR PRE-EMPLOYMENT MEDICAL EVALUATION | | 1. DATE 21 August 1956 |
|---|---|---|
| 2. NAME (Last) (First) (Middle) PICCOLO, JOSEPH STEPHAN | | 3. SUSPENSE DATE (10 WORKING DAYS) |
| 4. ORGANIZATIONAL ASSIGNMENT DDP/FI/RI | 5. POSITION TITLE (and grade) File Clerk GS-4 | 6. PERSONNEL DIVISION [XX] Overt [ ] Covert |

7. THE MEDICAL OFFICE IS REQUESTED TO CHECK THE DESIRED ACTION, RETURNING THE ORIGINAL COPY OF THIS FORM TO THE APPROPRIATE PERSONNEL DIVISION NO LATER THAN THE SUSPENSE DATE INDICATED IN ITEM NO. 3.

A [ ] Approve processing for E.O.D.
B [ ] Hold pending receipt of additional medical information (Form letters attached)
C [X] Request pre-employment medical examination
D [ ] Rejected for medical reasons

8. Remarks: (8/30/56)
Please have subject come in any day of the week except Mon. & Wed. at 8:30.

PE med 9/17 at 8:30 per Del ge 9/13/56 rg

Max N. Hartman
SIGNATURE FOR MEDICAL OFFICE

FORM NO. 570 REPLACES FORM 37-103 WHICH MAY BE USED.
1 MAR 55 (4)

CONFIDENTIAL

14-00000

~~[illegible]~~ 12424

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(When Filled In)

# MEDICAL ACTION REQUEST AND REPORT

**I REQUEST FOR PHYSICAL EXAMINATION BY**

| 1. NAME (Last) (First) (Middle) | | 2. DATE |
|---|---|---|
| PICCOLO, Joseph S. | | 27 September 57 |
| 3. TO POSITION: File Clerk | 4. OFFICE, DIVISION, BRANCH: DDP/WH/III | 5. GRADE: GS-4 |
| 6. TYPE OF POSITION: [ ] Departmental [ ] U.S. Field [XX] Overseas | 7. EVALUATE FOR: [ ] EOD [XX] Overseas PCS [ ] Returnee 10 Jan 58 Mexico City, Mexico [ ] Pre-Employment [ ] Annual [ ] Special (Specify) | |

OCT 11 10 11 AM '57
OFFICE OF PERSONNEL

**II REPORT OF MEDICAL EVALUATION**

[ ] Qualified for Full Duty (General) [ ] Qualified for Full Duty (Special)
[ ] Qualified for Departmental Duty Only [ ] Disqualified

Remarks

QUALIFIED FOR PROPOSED PCS O/S ASSIGNMENT

OCT 4 1957

[signature]
MEDICAL OFFICE

SECRET

14-00000

SECRET
(When Filled In)

# MEDICAL ACTION REQUEST AND REPORT

I REQUEST FOR PHYSICAL EXAMINATION BY

| 1. NAME (Last) | (First) | (Middle) | 2. DATE |
|---|---|---|---|
| Piccolo, | Joseph | Stephen | 17 Septreber, 1956. |

| 3. TO POSITION | 4. OFFICE, DIVISION, BRANCH | 5. GRADE |
|---|---|---|
| File Clerk | DDP/FI | GS-4 |

| 6. TYPE OF POSITION | 7. EVALUATE FOR | |
|---|---|---|
| [ ] Departmental | [ ] EOD | [XXX] Pre-Employment |
| [ ] U.S. Field | [ ] Overseas | [ ] Annual |
| [ ] Overseas | [ ] Returnee | [ ] Special (Specify) |

II REPORT OF MEDICAL EVALUATION

[ ] Qualified for Full Duty (General)
[ ] Qualified for Full Duty (Special)
[ ] Qualified for Departmental Duty Only
[ ] Disqualified

Remarks: Subject is qualified for Full Duty/General. (1/24/57)
Must be re-evaluated prior to any specific o/s assignment.

Vincent J. Ford
MEDICAL OFFICE

SECRET

14-00000

**SECRET**
(WHEN FILLED IN)

# CERTIFICATION OF LANGUAGE PROFICIENCY

| EMPLOYEE NO. | 2. NAME (LAST-FIRST-MIDDLE) | 3. TYPE CHANGE A=ADD C=CHANGE D=DELETE | CODE | 4. LANGUAGE DATA PRIOR TO TEST LAN. CODE | R | W | P | S | U | I/T | YEAR |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | PICCOLO, JOSEPH JR. | | | | | | | | | | |

| 5. LANGUAGE DATA AFTER TEST LAN. CODE | R | W | P | S | U | I/T | YEAR | 6. DATE TESTED | 7. DATE OF BIRTH | 8. GRADE | 9. OFFICE OR DIVISION |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | 03/04/69 | 12/09/35 | 12 | WH |

N O T I C E   T O   P E R S O N   T E S T E D

10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN SPANISH (NEW WORLD) BL18 (NAME OF LANGUAGE)
AND YOUR TEST SCORES ARE AS FOLLOWS:

| READING | WRITING | PRONUNCIATION | SPEAKING | UNDERSTANDING |
|---|---|---|---|---|
| I | CODED | I | I | I+ |

TEST RATINGS: O = ZERO, I = INTERMEDIATE, S = SLIGHT, H = HIGH, E = ELEMENTARY, N = NATIVE

11. REMARKS
FOR QUALIFICATIONS
DATE 17 MAR 1969

12. SIGNATURE
kaf

13. LD NUMBER
16565

FORM 11-64 1273 OBSOLETE PREVIOUS EDITIONS (10-45) **SECRET** GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION 1 - OP/QAB

| 6. LANGUAGE DATA AFTER TEST BASE CODE | R | W | P | S | U | T | YR | 7. DATE OF TEST MO | DA | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| BL18 | I | 3 | I | I | I | 4 | 69 | 03 | 04 | 69 |

DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273 LANGUAGE PROFICIENCY AWARDS DATA. LLC

## QUALIFICATIONS RECORD CHANGE

| 1. ID | 2. EMP/APPL NO. | 3. NAME 3-LETTERS |
|---|---|---|
| 4 | | |

ENTER UNDER "TYPE" -
A - ADDITION TO RECORD
C - CHANGE TO EXISTING RECORD
D - DELETION OF DATA FROM EXISTING RECORD
LLC

| TYPE | CODE # 1 BASE | 1 | 2 | 3 | YR | CODE # 2 BASE | 1 | 2 | 3 | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

FORM 10-64 1962a **SECRET** GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION (10-31)

SECRET
(WHEN FILLED IN)

# QUALIFICATIONS SYSTEM RECORD CHANGE

APPLICANT CODING DATA

| 1. ID | 2. APPL. NO. | 3. NAME |
|---|---|---|
| < 2 | 6-DIGITS | MUST CONTAIN 20-DIGITS |

| 4. DATE OF BIRTH (MO DA YR) | 5. DATE CODED (MO DA YR) | |
|---|---|---|
| | | THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD. |

LANGUAGE CODING DATA - FORM 444c

| 1. ID | 2. EMPLOYEE NO. | 3. NAME | 4. LANGUAGE DATA CODE: BASE CODE | R | W | P | S | U | T | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| < 3 | | 3-LETTERS | | | | | | | | |

| 5. DATE SUBMITTED (MO DA YR) | 6. DATE OF BIRTH (MO DA YR) | |
|---|---|---|
| | | WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO++LANGUAGE" (12-DIGITS) |

LANGUAGE PROFICIENCY TEST DATA

| 1. ID | 2. EMPLOYEE NO | 3. NAME (3-LETTERS) | 4. CODE (C-A-D) | 5. LANGUAGE DATA BEFORE TEST: BASE CODE | R | W | P | S | U | T | YR |
|---|---|---|---|---|---|---|---|---|---|---|---|
| < 5 | Ø25658 | PIC | A | BL31 | 1 | + | 1 | E | H | + | 7Ø |

| 6. LANGUAGE DATA AFTER TEST: BASE CODE | R | W | P | S | U | T | YR | 7. DATE OF TEST: MO | DA | YR | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ++++ | + | + | + | + | + | + | ++ | Ø4 | 17 | 7Ø | DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA. PLW |

QUALIFICATIONS RECORD CHANGE

| 1. ID | 2. EMP/APPL NO. | 3. NAME | |
|---|---|---|---|
| < 4 | | 3-LETTERS | ENTER UNDER "TYPE" = A - ADDITION TO RECORD; C - CHANGE TO EXISTING RECORD; D - DELETION OF DATA FROM EXISTING RECORD |

| TYPE | CODE # 1 BASE | 1 | 2 | 3 | YR | CODE # 2 BASE | 1 | 2 | 3 | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |
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FORM 10-66 1962a

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-211

14-00000

SECRET
(WHEN FILLED IN)

# QUALIFICATIONS SYSTEM RECORD CHANGE

## APPLICANT CODING DATA

| 1. ID | 2. APPL. NO. | 3. NAME |
|---|---|---|
| <• 2 | 6-DIGITS • | MUST CONTAIN 20-DIGITS • |

| 4. DATE OF BIRTH (MO DA YR) | 5. DATE CODED (MO DA YR) | |
|---|---|---|
| • | • | THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD. |

## LANGUAGE CODING DATA - FORM 444c

| 1. ID | 2. EMPLOYEE NO. | 3. NAME | 4. LANGUAGE DATA CODE: BASE CODE | R | W | P | S | U | T | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| <• 3 | • | 3-LETTERS • | • | | | | | | | |

| 5. DATE SUBMITTED (MO DA YR) | 6. DATE OF BIRTH (MO DA YR) | |
|---|---|---|
| • | • | WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO++LANGUAGE" (12-DIGITS) |

## LANGUAGE PROFICIENCY TEST DATA

| 1. ID | 2. EMPLOYEE NO. | 3. NAME | 4. CODE | 5. LANGUAGE DATA BEFORE TEST: BASE CODE | R | W | P | S | U | T | YR |
|---|---|---|---|---|---|---|---|---|---|---|---|
| <• 5 | •025658 | 3-LETTERS • PIC | C-A-D • C | • BL18 | 4 | 3 | 4 | 4 | 4 | 4 | 59 |

| 6. LANGUAGE DATA AFTER TEST: BASE CODE | R | W | P | S | U | T | YR | 7. DATE OF TEST: MO | DA | YR | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| •BL18 | E | 3 | I | E | I | 4 | 68 | •04 | 09 | 68 | DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA. |

## QUALIFICATIONS RECORD CHANGE

| 1. ID | 2. EMP/APPL NO. | 3. NAME | |
|---|---|---|---|
| <• 4 | • | 3-LETTERS • | ENTER UNDER "TYPE" - A - ADDITION TO RECORD; C - CHANGE TO EXISTING RECORD; D - DELETION OF DATA FROM EXISTING RECORD |

| TYPE | CODE # 1 BASE | 1 | 2 | 3 | YR | CODE # 2 BASE | 1 | 2 | 3 | YR |
|---|---|---|---|---|---|---|---|---|---|---|
| • | • | | | | | • | | | | |
| • | • | | | | | • | | | | |
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FORM 10-64 1962a

06 JUN 1968 SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

14-511

14-00000

SECRET
(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

| SERIAL NO. | NAME LAST | FIRST | MIDDLE |
|---|---|---|---|
| 1-6 | (Print) | 7-24 | |
| 025 65K | Piccolo | Joseph | S. |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 58, REVISED.

## PCS DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | COUNTRY | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 04 | 27 | 68 | | | | | 1 | | | NICARGUA | 525 |

## TDY DATES OF SERVICE

| ARRIVAL O/S MONTH 25-26 | DAY 27-28 | YEAR 29-30 | DEPARTURE O/S MONTH 31-32 | DAY 33-34 | YEAR 35-36 | TYPE OF DATA: 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION | CODE 37 | O/P USE ONLY 38 | 39 | AREA(S) | CODE 40-42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

## SOURCE DOCUMENT AND CERTIFICATION

| | | | |
|---|---|---|---|
| | TRAVEL VOUCHER | X | DISPATCH |
| | CABLE | | DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| | OTHER (Specify) | | |

DOCUMENT IDENTIFICATION NO.: HNMT-1470

DOCUMENT DATE/PERIOD: —

REMARKS

| PREPARED BY | | | |
|---|---|---|---|
| | OCO | X REPORT ANNOTATED ON CONTROL DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
| | C & L DIVISION CTRO. | DATE 6/18/68 | SIGNATURE [signature] |
| X | C & T DIVISION | | |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 8-67 1451a OBSOLETE PREVIOUS EDITIONS

SECRET

(4-10)

**SECRET**
(When Filled In)

OFFICIAL USE ONLY (until filled in) IIC

## QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

**SECTION I — BIOGRAPHIC AND POSITION DATA**

| 1. EMP. SER. NO. | 2. NAME (Last-First-Middle) | 3. SEX | 4. DATE OF BIRTH | 5. SCHEDULE/GRADE/STEP |
|---|---|---|---|---|
| 025698 | PICCOLO JOSEPH S | M | 12/08/35 | GS-11-04 |

| 6. SD | 7. POSITION TITLE | 8. OFFICE OF ASSIGNMENT | 9. LOCATION (Country, City) |
|---|---|---|---|
| D | OPS OFFICER | WH | MEXICO CITY, MEXICO |

**SECTION II — AGENCY OVERSEAS SERVICE**

| AREA | TYPE TOUR | FROM | TO |
|---|---|---|---|
| MEXICO | PCS 64 | 57/12/01 | 58/07/01 |
| WESTERN HEMISPHERE | TDY 51 | 65/04/13 | 65/08/11 |
| Europe | TDY | 64/8/ | 64/10/ |
| Europe | TDY | 64/11/ | 64/12/ |
| Mexico | PCS | 65/9/30 | 68/1/20 |

OVERSEAS DATA
[illegible]
1 APR 1968 FG

**SECTION III — EDUCATION**

| DEGREE | MAJOR FIELD | COLLEGE | YEAR |
|---|---|---|---|
| | ~~NO COLLEGE DEGREE ON RECORD~~ | | |
| BSFS | International Affairs | [illegible] | 64 |

**SECRET**

GROUP 1 [illegible]

**SECRET**

When Filled In

## SECTION IV — GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL

| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATES OF TRAVEL OR RESIDENCE | DATE & PLACE OF STUDY | KNOWLEDGE ACQUIRED BY - CHECK (X): RESIDENCE | TRAVEL | STUDY | WORK ASSIGNMENT |
|---|---|---|---|---|---|---|---|
| MEXICO | Political, Economic | [illegible] | N/A | X | | | X |
| Belgium | | | | | | | |
| France | | | | | | | |
| Germany | None/Tourist | 1965 | N/A | | X | | X |
| Spain | | | | | | | |
| England | | | | | | | |
| | | | | | | | |
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| | | | | | | | |
| | | | | | | | |

## SECTION V — TYPING AND STENOGRAPHIC SKILLS

1. TYPING (WPM): Limited
2. SHORTHAND (WPM): none
3. INDICATE SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM: ☐ GREGG ☐ SPEEDWRITING ☐ STENOTYPE ☐ OTHER, SPECIFY:
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (comptometer, mimeograph, card punch, etc.)

None

## SECTION VI — SPECIAL QUALIFICATIONS

1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH

Dog Training - Limited

2. EXCLUDING BUSINESS EQUIPMENT OR MACHINES WHICH YOU MAY HAVE LISTED IN ITEM 4, SECTION V, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT AND MACHINES SUCH AS OPERATION OF RADIO TRANSMITTERS (indicate CW speed, sending & receiving), OFFSET PRESS, TURRET LATHE, EDP AND OTHER SCIENTIFIC & PROFESSIONAL DEVICES

None

3. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION SUCH AS PILOT, ELECTRICIAN, RADIO OPERATOR, TEACHER, LAWYER, CPA, MEDICAL TECHNICIAN, PSYCHOLOGIST, PHYSICIAN, ETC.? ☐ YES ☒ NO

4. IF YOU HAVE ANSWERED "YES" TO ITEM 3 ABOVE, INDICATE KIND OF LICENSE OR CERTIFICATION AND THE ISSUING STATE, MUNICIPALITY, ETC. (Provide license registry number if known)

5. FIRST LICENSE/CERTIFICATE (year of issue)

6. LATEST LICENSE/CERTIFICATE (year of issue)

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (DO NOT SUBMIT COPIES UNLESS REQUESTED). INDICATE THE TITLE, PUBLICATION DATE AND TYPE OF WRITING (non-fiction or scientific articles, general interest, subjects, novels, short stories, etc.)

None

8. [illegible]

None

9. [illegible] [illegible]

University [illegible]

**SECRET**

**SECRET**
When Filled In

SECTION VII — MILITARY SERVICE

CURRENT DRAFT STATUS

| | |
|---|---|
| 1. ARE YOU REGISTERED FOR THE DRAFT? [X] YES [ ] NO | 2. SELECTIVE SERVICE CLASSIFICATION: 4-A |
| 3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS: 11150 Fort Lauderdale, Fla. | 4. IF DEFERRED, GIVE REASON: N/A |

MILITARY SERVICE RECORD (Active Duty Only)

| | | |
|---|---|---|
| 1. MILITARY ORGANIZATION (Army, Navy, etc. - specify): Air National Guard Air Force | 2. BRANCH OR CORPS: TAC | 3. DATES OF SERVICE (extended active duty) FROM Aug 61 TO Aug 62; Reserve Dec 63 Aug 61 |
| 4. STATUS (Regular, Reserve, etc. - specify): Reserve to Active Duty | 5. RANK, GRADE OR RATE (at separation if past service): SSGT | 6. SERIAL, SERVICE OR FILE NUMBER: AF 22928914 |

7. CHECK TYPE OF SEPARATION: [X] HONORABLE DISCHARGE [ ] RELEASE TO INACTIVE DUTY [ ] RETIREMENT FOR AGE [ ] RETIREMENT FOR SERVICE [ ] RETIREMENT FOR COMBAT DISABILITY [ ] RETIREMENT FOR PHYSICAL DISABILITY [ ] UNIQUE HARDSHIPS [ ] OTHER (Specify)

8. BRIEF DESCRIPTION OF MILITARY DUTIES (record the duties and skills which best describe your work or function in the military service):
Admin Clerk and Acting 1st Sgt. for Tac Fighter Squadron

MILITARY RESERVE / NATIONAL GUARD STATUS

CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG: None
[ ] ARMY [ ] NAVY [ ] MARINE CORPS [ ] AIR FORCE [ ] COAST GUARD [ ] NATIONAL GUARD [ ] AIR NATIONAL GUARD

| 1. CURRENT RANK, GRADE OR RATE | 2. DATE OF APPOINTMENT IN CURRENT RANK | 3. EXPIRATION DATE OF CURRENT RESERVE OBLIGATION |
|---|---|---|
| | | |

4. CHECK CURRENT RESERVE CATEGORY: [ ] READY RESERVE [ ] STANDBY (active) [ ] STANDBY (inactive) [ ] RETIRED [X] DISCHARGED

5. BRIEF DESCRIPTION OF MILITARY RESERVE DUTIES (record the duties and skills which best describe your work or function in the military service):
See 8 Above

6. IF YOU ARE CURRENTLY ASSIGNED TO A RESERVE OR NATIONAL GUARD TRAINING UNIT, IDENTIFY THE UNIT AND ITS ADDRESS:
None

MILITARY SCHOOLS COMPLETED (Active Duty, Reserve Status or as Civilian)

| | NAME AND ADDRESS OF SCHOOL | STUDY OR SPECIALIZATION | DATE COMPLETED |
|---|---|---|---|
| 1 | None | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |

**SECRET**

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SECRET

(When Filled In)

**SECTION IX — MARITAL STATUS**

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY

2. NAME OF SPOUSE (Last) Piccolo (First) Norma (Middle) Edythe (Maiden) Wyatt

| 3. DATE OF BIRTH | 4. PLACE OF BIRTH (City, State, Country) | |
|---|---|---|
| 29 Oct 43 | Wash DC | |
| **5. OCCUPATION** | **6. PRESENT EMPLOYER** | |
| Housewife | N/A | |
| **7. CITIZENSHIP** | **8. FORMER CITIZENSHIP(S) COUNTRY(IES)** | **9. DATE U.S. CITIZENSHIP ACQUIRED** |
| USA | N/A | N/A |

**SECTION X — DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE**

| NAME | RELATIONSHIP | DATE AND PLACE OF BIRTH | CITIZENSHIP | PERMANENT ADDRESS |
|---|---|---|---|---|
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**SECTION XI — PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS**

| NAME AND CHAPTER | ADDRESS (Number, Street, City, State, Country) | DATE OF MEMBERSHIP FROM | DATE OF MEMBERSHIP TO |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
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| | | | |
| | | | |

| DATE | SIGNATURE OF EMPLOYEE |
|---|---|
| 15 March 65 | Joseph L. Piccolo Jr |

SECRET

SECRET
(When Filled In)

| (1-6) | |
|---|---|
| 625 658 | **LANGUAGE DATA RECORD** |

**PART I–GENERAL**

| 1. NAME (Last-First-Middle) (7-24) | 2. DATE OF BIRTH (25-30) MONTH | DAY | YEAR |
|---|---|---|---|
| Piccolo, Joseph Stephan | Dec | 8 | 35 |

| 3. LANGUAGE (31-33) | 4. TODAY'S DATE (34-39) MONTH | DAY | YEAR | 5. |
|---|---|---|---|---|
| Spanish 720 | Aug | 27 | 62 | ☐ I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE |

**PART II–LANGUAGE ELEMENTS**

**SECTION A.** Reading (40)

1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.
$\textcircled{3}$ I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.
5. I HAVE NO READING ABILITY IN THE LANGUAGE.

**SECTION B.** Writing (41)

1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.
$\textcircled{3}$ I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.
5. I CANNOT WRITE IN THE LANGUAGE.

**SECTION C.** Pronunciation (42)

1. MY PRONUNCIATION IS NATIVE.
$\textcircled{2}$ WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.
5. I HAVE NO SKILL IN PRONUNCIATION.

CONTINUE ON REVERSE SIDE

FORM NO. 444c
1 FEB 61

SECRET

(8-61)

## [illegible]NTINUATION OF PART II—LANGUAGE ELEMENTS

**SECTION D.** Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.

2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.

(3) I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.

4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.

5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

**SECTION E.** Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.

2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.

(3) I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.

4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.

5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

**BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.**

## PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.

2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.

3. BOTH OF THE ABOVE STATEMENTS APPLY.

(4) NONE OF THE ABOVE STATEMENTS APPLY.

## PART IV—CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. [illegible]. I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

| DATE SIGNED | SIGNATURE |
|---|---|
| 27 AUG 62 | Joseph [illegible] [illegible] |
| [illegible] | [illegible] |

SECRET
(When Filled In)

| (1-6) | LANGUAGE DATA RECORD |
|---|---|
| 525658 | |

**PART I-GENERAL**

| 1. NAME (Last-First-Middle) (7-24) | 2. DATE OF BIRTH (23-30) MONTH | DAY | YEAR |
|---|---|---|---|
| PICCOLO, Joseph S. | December | 5 | 1935 |

| 3. LANGUAGE (31-33) | 4. TODAY'S DATE (34-39) MONTH | DAY | YEAR | 5. |
|---|---|---|---|---|
| SPANISH 720 | AUGUST | 24 | 1959 | ☐ I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE |

**PART II-LANGUAGE ELEMENTS**

**SECTION A.** Reading (40)

1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.

(2.) I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.

3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (*newspapers, reference materials, etc.*), USING THE DICTIONARY FREQUENTLY.

4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.

5. I HAVE NO READING ABILITY IN THE LANGUAGE.

**SECTION B.** Writing (41)

1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.

2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.

(3.) I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.

4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.

5. I CANNOT WRITE IN THE LANGUAGE.

**SECTION C.** Pronunciation (42)

1. MY PRONUNCIATION IS NATIVE.

(2) WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.

3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.

4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.

5. I HAVE NO SKILL IN PRONUNCIATION.

CONTINUE ON REVERSE SIDE

## CONTINUATION OF PART II—LANGUAGE ELEMENTS

**SECTION D.** **Speaking (43)**

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
$\textcircled{2}$ I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

**SECTION E.** **Understanding (44)**

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
$\textcircled{2}$ I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

**BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.**

## PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
$\textcircled{4}$ NONE OF THE ABOVE STATEMENTS APPLY.

## PART IV—CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-110, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

| DATE SIGNED | SIGNATURE |
|---|---|
| 20 August 19[illegible] | /s/ |

| [illegible] | [illegible] |
|---|---|
| [illegible] | [illegible] |

# PERSONAL HISTORY STATEMENT

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? Yes

SEC. I PERSONAL BACKGROUND

FULL NAME [illegible]

MARITAL STATUS

WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE—INCLUDING ANNULMENTS—USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES)

NAME OF SPOUSE N/A

PLACE AND DATE OF MARRIAGE N/A

HIS (OR HER) ADDRESS BEFORE MARRIAGE N/A

LIVING OR DECEASED N/A DATE OF DECEASE N/A CAUSE N/A

PRESENT OR LAST ADDRESS N/A

DATE OF BIRTH N/A PLACE OF BIRTH N/A

IF BORN OUTSIDE U.S., INDICATE DATE AND PLACE OF ENTRY N/A

CITIZENSHIP N/A WHEN ACQUIRED N/A WHERE N/A

OCCUPATION N/A LAST EMPLOYER N/A

EMPLOYER'S OR BUSINESS ADDRESS N/A

MILITARY SERVICE FROM N/A TO N/A BRANCH OF SERVICE N/A

COUNTRY N/A [illegible]

N/A

14-00000

14-00000

[illegible]

CITIZENSHIP [illegible] WHERE [illegible]

OCCUPATION [illegible] LAST EMPLOYED [illegible]

SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES:

NAME [illegible] RELATIONSHIP [illegible] AGE [illegible]

CITIZENSHIP [illegible] ADDRESS [illegible]

NAME [illegible] RELATIONSHIP [illegible] AGE [illegible]

CITIZENSHIP [illegible] ADDRESS [illegible]

NAME [illegible] RELATIONSHIP [illegible] AGE [illegible]

CITIZENSHIP [illegible] ADDRESS [illegible]

SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U. S. OR OF A FOREIGN GOVERNMENT:

NAME [illegible] RELATIONSHIP [illegible] AGE [illegible]

CITIZENSHIP [illegible] ADDRESS [illegible]

[illegible]

NAME [illegible] RELATIONSHIP [illegible] AGE [illegible]

CITIZENSHIP [illegible] ADDRESS [illegible]

[illegible]

[illegible]

## II. EDUCATION

ELEMENTARY SCHOOL [illegible] ADDRESS [illegible]

DATES ATTENDED [illegible] GRADUATE? [illegible]

HIGH SCHOOL [illegible] ADDRESS [illegible]

DATES ATTENDED [illegible] GRADUATE? [illegible]

COLLEGE [illegible] ADDRESS [illegible]

MAJOR AND SPECIALTY [illegible] YEARS COMPLETED [illegible]

DATES ATTENDED [illegible] DEGREE [illegible]

COLLEGE [illegible] ADDRESS [illegible]

MAJOR AND SPECIALTY [illegible] YEARS COMPLETED [illegible]

DATES ATTENDED [illegible] DEGREE [illegible]

OTHER UNDERGRADUATE COLLEGE SUBJECTS [illegible]

OTHER GRADUATE COLLEGE SUBJECTS [illegible]

14-00000

ACTIVE ... FOREIGN MILITARY SERVICE

REMARKS:

SELECTIVE SERVICE BOARD NUMBER ... ADDRESS

IF DEFERRED GIVE REASON

INDICATE MEMBERSHIP IN MILITARY RESERVE ORGANIZATIONS

Sec. 13. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST. (List all civilian employment by a foreign government, regardless of dates.)

FROM ... TO ... CLASSIFICATION GRADE (IF IN FEDERAL SERVICE)

EMPLOYING FIRM OR AGENCY

ADDRESS

KIND OF BUSINESS ... NAME OF SUPERVISOR

TITLE OF JOB ... SALARY $

YOUR DUTIES

REASONS FOR LEAVING

FROM ... TO ... CLASSIFICATION GRADE (IF IN FEDERAL SERVICE)

EMPLOYING FIRM OR AGENCY

ADDRESS

KIND OF BUSINESS ... NAME OF SUPERVISOR

TITLE OF JOB ... SALARY $

YOUR DUTIES

REASONS FOR LEAVING

FROM [illegible] TO [illegible] CLASSIFICATION GRADE (IF IN FEDERAL SERVICE) [illegible]

EMPLOYING FIRM OR AGENCY [illegible]

ADDRESS

KIND OF BUSINESS NAME OF SUPERVISOR

TITLE OF JOB SALARY

YOUR DUTIES

REASONS FOR LEAVING

FROM [illegible] TO [illegible] CLASSIFICATION GRADE (IF IN FEDERAL SERVICE) [illegible]

EMPLOYING FIRM OR AGENCY [illegible]

ADDRESS [illegible]

KIND OF BUSINESS [illegible] NAME OF SUPERVISOR [illegible]

TITLE OF JOB [illegible] SALARY [illegible]

YOUR DUTIES [illegible]

14-00000

14-00000

[illegible]

No

## GENERAL QUALIFICATIONS

FOREIGN LANGUAGES [illegible]

LANGUAGE [illegible] SPEAK [illegible] READ [illegible] WRITE [illegible]

LANGUAGE [illegible] SPEAK [illegible] READ [illegible] WRITE [illegible]

LANGUAGE [illegible] SPEAK [illegible] READ [illegible] WRITE [illegible]

[illegible]

[illegible]

HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH [illegible] YOU FOR A PARTICULAR POSITION?

[illegible]

[illegible]

[illegible]

HAVE YOU A [illegible] PHYSICAL [illegible] DISABILITY [illegible] CONSIDERED AS AFFECTING YOUR WORK? (IF ANSWER IS YES, GIVE DETAIL.)

No

DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? (IF ANSWER IS "YES," GIVE COMPLETE DETAILS.)

No

14-00000

[illegible]

BUS. ADD. [illegible]
RES. ADD. [illegible] D.C.

SEC. 19. NAMES OF FIVE PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES—NOT REFERENCES, RELATIVES, SUPERVISORS, OR EMPLOYERS. (Give residence and business addresses where possible.)

[illegible]

SEC. [illegible] GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE [illegible]

[illegible]

[illegible]

23. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES

FROM [illegible] TO [illegible]

FROM [illegible] TO [illegible]

FROM [illegible] TO [illegible]

FROM [illegible] TO [illegible]

FROM [illegible] TO [illegible]

24. CLUBS, SOCIETIES, AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCHES IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

[illegible] USA

DATES OF MEMBERSHIP [illegible]

[illegible]

DATES OF MEMBERSHIP [illegible]

[illegible]

[illegible]

MISCELLANEOUS

A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT OF THE UNITED STATES?

[illegible]

HAVE YOU EVER BEEN ARRESTED, [illegible] OR [illegible] FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, [illegible] COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE.

[illegible]

14-00000

[illegible]

Sec. 27. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH [illegible] REQUIRE EXPLANATION? [illegible]

No

Sec. 28. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

[illegible]

14-00000

CONFIDENTIAL
(WHEN FILLED IN)

## SECURITY APPROVAL

DATE : 20 July 1962

YOUR REFERENCE: 10775 DDP/TFW

CASE NO. : 109709

TO : Director of Personnel

FROM : Director of Security

SUBJECT : PICCOLO, Joseph Stephens

1. This is to inform you of security approval of the subject person as follows:

[XX] Subject has been approved for the appointment specified in your request under the provisions of Regulations 10-210 and 20-730 including access to classified information through Top Secret as required in the performance of his duties.

[ ] Subject has been approved for appointment under the authority of Paragraph 4(d) of Regulation 10-210, and under Regulation 20-730 including access to classified information through Top Secret as required in the performance of his duties.

2. Unless arrangements are made within 60 days for entrance on duty within 120 days, this approval becomes invalid.

3. As part of the entrance on duty processing:

[ ] A personal interview in the Office of Security must be arranged.

[XX] A personal interview is not necessary.

[ ]

FOR THE DIRECTOR OF SECURITY:

W. A. Osborne

W. A. Osborne

Chief, Personnel Security Division

FORM NO. 1173 REPLACES FORM WHICH IS OBSOLETE CONFIDENTIAL

GROUP 1 Excluded from automatic downgrading and declassification

CONFIDENTIAL
SECURITY INFORMATION

# SECURITY APPROVAL

Date: 20 December 1956

TO: Chief, Records & Services Division
Personnel Office

Your Reference: C-6351 FI

FROM: Chief, /Security Division
Personnel

Case Number: 109709

SUBJECT: PICCOLO, Joseph Stephan

1. This is to advise you of security action in the subject case as indicated below:

[X] Security approval is granted the subject person for access to classified information.

[ ] Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation.

[ ] The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of paragraph H of Regulation 10-9.

2. Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid.

3. Subject is to be polygraphed as part of EOD procedures.

W. M. Knott
W. M. Knott

[illegible]

[illegible stamp]

FORM NO. 38-101
FEB 1955

14-00000

U.S. DEPARTMENT OF JUSTICE

14-00000

STANDARD FORM 50
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER R1 FEDERAL PERSONNEL MANUEL

U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED
BUDGET BUREAU NO. 50 R044

Prepared by:
Checked by:
Typed by:

# NOTIFICATION OF PERSONNEL ACTION

| 1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) | 2. DATE OF BIRTH | 3. JOURNAL OR ACTION NO. | 4. DATE |
|---|---|---|---|
| JOSEPH S. PICCOLO #18185 | 12-8-35 | F. B. I. 5714 | 9-9-55 |

*This is to notify you of the following action affecting your employment*

| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) | 6. EFFECTIVE DATE | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY |
|---|---|---|
| RESIGNATION | cb 9-9-55 | |

| FROM | | TO |
|---|---|---|
| File Clerk | 8. POSITION TITLE | |
| GS 4 Series 305 FBI#54-D-167<br>$3415 per annum | 9. SERVICE, SERIES, SALARY, GRADE | |
| Div. Four<br>Files Section | 10. ORGANIZATIONAL DESIGNATIONS | |
| D. C.<br>~~Washington Field Office~~ | 11. HEADQUARTERS | |
| ☐ FIELD ☒ DEPARTMENTAL | 12. FIELD OR DEPT'L | ☐ FIELD ☐ DEPARTMENTAL |

13. VETERAN'S PREFERENCE

| NONE | WWII | OTHER | S-PT. | 10 POINT DISAB. | 10 POINT OTHER |
|---|---|---|---|---|---|
| X | | | | | |

14. POSITION CLASSIFICATION ACTION

| NEW | VICE | I. A. | REAL. |
|---|---|---|---|
| | | | |

| 15. SEX | 16. RACE | 17. APPROPRIATION S & E, FBI | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) | 19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | 20. LEGAL RESIDENCE |
|---|---|---|---|---|---|
| M | | FROM: <br>TO: SAME | No FICA | | ☐ CLAIMED ☐ PROVED<br>STATE: |

APPROVED

J. Ed. Hoover

DIRECTOR F. B. I.

REMARKS.

Forwarding Address: 2210 20th Street, Northwest
Washington 9, D. C.

Leave in the amount of 55 hours extending thru 4:30 p.m. 9-20-55.
Owes for 216 hours plus 1 holiday for advanced sick leave which is being changed to LWOP for the period 6-1-55 (9:00 a.m.) to cb 7-6-55.
The above listed 55 hours leave is being used to offset his indebtedness.

3 6 OCT 12 1955

SIGNATURE AND TITLE

1. PERSONNEL FILE

STANDARD FORM 55
SEPTEMBER 1954
U. S. CIVIL SERVICE COMMISSION
CHAPTER 13 F. P. M.

# NOTICE OF CONVERSION PRIVILEGE

## Federal Employees' Group Life Insurance Act of 1954

An employee is entitled to convert to an individual policy when his group insurance terminates because of separation from an agency, transfer or appointment to a group excluded by law or regulation from insurance coverage, expiration of 12 continuous months in a nonpay status, or entry into the military service of the United States and acquisition of coverage under the Servicemen's Indemnity Act of 1951.

An employee whose group insurance terminates as indicated above may, under provisions set forth in his Certificate of Group Insurance, purchase an individual policy of life insurance without medical examination. The individual policy may be in an amount not exceeding the employee's group life insurance and will be issued at rates applicable to the type of policy purchased and to his current age and class of risk.

If you are entitled to convert group life insurance to an individual policy and wish to exercise this privilege, you must:

1. Ask the agency identified in the block below to give you a completed Agency Certification of Insurance Status, and
2. Follow the instructions printed on the Agency Certification of Insurance Status, and mail it to the Office of Federal Employees' Group Life Insurance, 330 Fourth Avenue, New York 10, N. Y. That office will promptly mail to you detailed information on how to apply for conversion.

**IMPORTANT**

THE TIME IN WHICH AN EMPLOYEE MAY CONVERT IS LIMITED. THE COMPLETED "AGENCY CERTIFICATION OF INSURANCE STATUS" (NOT THIS FORM) MUST BE MAILED TO THE OFFICE OF FEDERAL EMPLOYEES' GROUP LIFE INSURANCE WITHIN 31 DAYS AFTER YOUR GROUP INSURANCE TERMINATES, OR WITHIN 15 DAYS AFTER THE DATE OF THIS NOTICE, WHICHEVER BASIS GIVES YOU THE MOST TIME.

UNDER CERTAIN CONDITIONS, LIFE INSURANCE IS PAYABLE IF DEATH OCCURS WITHIN 31 DAYS AFTER AN EMPLOYEE'S GROUP INSURANCE TERMINATES, EVEN THOUGH HE HAS NOT APPLIED FOR CONVERSION. IF DEATH OCCURS WITHIN THIS PERIOD FURTHER INFORMATION CONCERNING POSSIBLE BENEFITS MAY BE OBTAINED FROM THE AGENCY NAMED BELOW.

Mr. Joseph S. Piccolo

| DATE OF THIS NOTICE | NAME AND MAILING ADDRESS OF AGENCY |
|---|---|
| September 8, 1955 | Federal Bureau of Investigation<br>Room [illegible]<br>United States Department of Justice<br>Washington 25, D.C. |

**INSTRUCTIONS TO EMPLOYING AGENCY**

1. Fill in the name and address of the office which issues this notice (overprint or stamp if desired).
2. Fill in the date this notice is issued, and note this date in your records for possible future reference.
3. Give this notice, as required, to every employee on the date his insurance terminates (except by waiver).

U. S. GOVERNMENT PRINTING OFFICE 16—70863-1

SEP 9 19[illegible]

14-00000

STANDARD FORM 50
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER 01, FEDERAL PERSONNEL MANUAL

U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED
BUDGET BUREAU NO. 50-R054

Prepared by:
Checked by:
Filed by:

# NOTIFICATION OF PERSONNEL ACTION

| 1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) | 2. DATE OF BIRTH | 3. JOURNAL OR ACTION NO. F. B. I. | 4. DATE |
|---|---|---|---|
| MR. JOSEPH S. PICCOLO | 12-8-35 | 12688 | 10-8-54 |

This is to notify you of the following action affecting your employment:

| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) | 6. EFFECTIVE DATE | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY |
|---|---|---|
| PROMOTION | 10-10-54 | EXCEPTED BY LAW |

| FROM | | TO |
|---|---|---|
| File Clerk | 8. POSITION TITLE | Same |
| GS 3 (Series 305 FBI#54-D-86) $2950 per annum. | 9. SERVICE, SERIES, SALARY, GRADE | GS 4 $3175 per annum |
| Div. Four Files Section D. C. | 10. ORGANIZATIONAL DESIGNATIONS | Same Same Same |
| | 11. HEADQUARTERS | |
| FIELD [ ] DEPARTMENTAL [D] | 12. FIELD OR DEPT'L | FIELD [ ] DEPARTMENTAL [D] |

13. VETERAN'S PREFERENCE

| NONE | 5-PT. | OTHER | 5-PT. | 10-POINT DISAB. | 10-POINT OTHER |
|---|---|---|---|---|---|
| X | | | | | |

14. POSITION CLASSIFICATION ACTION (Series 305 FBI# 54-D-167)

| NEW | VICE | L. L. | REAL. |
|---|---|---|---|
| | | X | X |

Betty Brooks Koontz

| 15. SEX | 16. RACE | 17. APPROPRIATION S. & E. FBI | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) | 19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | 20. LEGAL RESIDENCE |
|---|---|---|---|---|---|
| M | | FROM: TO: same | no FICA | | [ ] CLAIMED [ ] PROVED STATE: |

APPROVED
J. Edgar Hoover
DIRECTOR, F. B. I.

42

REMARKS:
The provisions of the Universal Military Training and Service Act of 1951 have been complied with.
The classification grade of this position is subject to post-audit and correction pursuant to Section 1310 of the Supplemental Appropriation Act, 1952 – Public Law # 253, approved 11-1-51.
This promotion is temporary in accordance with Public Law #843 approved 9-27-50.

42 OCT 29 1954

SIGNATURE OR OTHER AUTHENTICATION

1. PERSONNEL FILE

14-00000

FD-185

# FEDERAL BUREAU OF INVESTIGATION
# UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH S. PICCOLO

Where Assigned: RECORDS & COMMUNICATIONS RECORDS SECTION; FILE REVIEW AND RESEARCH UNIT
(Division) (Section, Unit)

Payroll Title: FILE CLERK GS-3

Rating Period: from 1-1-54 to 9-30-54

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's Initials: JSP

| | Signature | Title | Date |
|---|---|---|---|
| Rated by: | Mary C. Wolfe | Supervisor | 9/30/54 |
| Reviewed by: | F. W. WAIKART | Supervisor In Charge | SEP 30 1954 |
| Rating approved by: | [illegible] | Assistant Director | Oct 21 1954 |

### TYPE OF REPORT

( X ) Official
( X ) Annual
( ) Administrative
( ) 60-day
( ) Transfer
( ) Separation from service
( ) Special

OCT 21 1954

14-00000

STANDARD FORM 50

U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED
BUDGET BUREAU NO. 50-R064

Prepared by:
Checked by:
Filed by:

# NOTIFICATION OF PERSONNEL ACTION

| 1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) | 2. DATE OF BIRTH | 3. JOURNAL OR ACTION NO. | 4. DATE |
|---|---|---|---|
| MR. JOSEPH S. PICCOLO | 12-8-35 | F.B.I. 18802 | 3-26-54 |

| 5. NATURE OF ACTION | 6. EFFECTIVE DATE | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY |
|---|---|---|
| CHANGE IN TITLE | 3-28-54 | EXCEPTED BY LAW |

| FROM | | TO |
|---|---|---|
| Locate Clerk | 8. POSITION TITLE | File Clerk |
| GS 3 (Series 305 CSC#3741) $2950 per annum | 9. SERVICE, SERIES, SALARY, GRADE | GS 3, same |
| Div. Four Files Section | 10. ORGANIZATIONAL DESIGNATIONS | same same |
| D. C. | 11. HEADQUARTERS | same |
| FIELD / D DEPARTMENTAL | 12. FIELD OR DEPT'L | FIELD / D DEPARTMENTAL |

| 13. VETERAN'S PREFERENCE | 14. POSITION CLASSIFICATION ACTION |
|---|---|
| X | (Series 305 CSC#3741) |

| 15. SEX | 16. RACE | 17. APPROPRIATION S. & E., FBI | 18. SUBJECT TO C. S. RETIREMENT ACT | 19. DATE OF APPOINTMENT AFFIDAVITS | 20. LEGAL RESIDENCE |
|---|---|---|---|---|---|
| M | | FROM: / TO: same | no FICA | | CLAIMED / PROVED / STATE: |

APPROVED
J. Edgar Hoover
DIRECTOR, F. B. I.

REMARKS:

MAY 18 1954

SIGNATURE OR OTHER AUTHENTICATION

1. PERSONNEL FILE

14-00000

FD-185

# FEDERAL BUREAU OF INVESTIGATION
# UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH S. PICCOLO

Where Assigned: RECORDS & COMMUNICATIONS (Division) RECORDS SECTION FILING UNIT (Section, Unit)

Payroll Title: LOCATE CLERK GS-3

Rating Period: from 8-3-53 to 12-31-53

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's Initials J.P.

Rated by: [signature] Signature — Supervisor Title — 12-31-53 Date

Reviewed by: F. W. WAIKART Signature — Title — DEC 31 1953 Date

Rating approved by: [signature] Signature — ASSISTANT DIRECTOR Title — JAN 2 1954 Date

TYPE OF REPORT

(X) Official
(X) Annual

( ) Administrative
( ) 60 day
( ) Transfer
( ) Separation from service
( ) Special

7 JAN 14 1954

14-00000

U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

STANDARD FORM 50

Prepared by:
Checked by:
Filed by:

# NOTIFICATION OF PERSONNEL ACTION

1. NAME: MR. JOSEPH S. PICCOLO
2. DATE OF BIRTH: 12-8-35
3. F.B.I. 10703
4. DATE: 12-4-53

5. NATURE OF ACTION: PROMOTION
6. EFFECTIVE DATE: 12-6-53
7. Schedule A Part 6.108 (E)

| FROM | | TO |
|---|---|---|
| File Clerk | 8. POSITION TITLE | Locate Clerk |
| GS 2 (Series 305 DJ#50-D-53) $2750 per annum | 9. SERVICE, SERIES, SALARY, GRADE | GS 3 $2950 per annum |
| Div. Four Files Section D. C. | 10. ORGANIZATIONAL DESIGNATIONS | same same same |
| | 11. HEADQUARTERS | |
| FIELD / DEPARTMENTAL D | 12. FIELD OR DEPT'L | FIELD / DEPARTMENTAL D |

13. VETERAN'S PREFERENCE: NONE X

14. POSITION CLASSIFICATION ACTION (Series 305 CSC#3741) X X
Hattie B. Hall
remove from rolls
effective cb 9-10-53

15. SEX: M
17. APPROPRIATION: FROM: / TO: same
18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO): no FICA
19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY):
20. LEGAL RESIDENCE: ☐ CLAIMED ☐ PROVED STATE:

APPROVED
DIRECTOR, F.B.I.
J. Edgar Hoover

REMARKS:
The provisions of the Universal Military Training and Service Act of 1951 have been complied with.
The classification grade of this position is subject to post-audit and correction pursuant to Section 1310 . Supplemental Appropriation Act, 1952 — Public Law #253, approved 11-1-51.
This promotion is temporary in accordance with Public Law 3, approved 9-27-50.

1 G DEC 16 1953

SIGNATURE OR OTHER AUTHENTICATION

1. PERSONNEL FILE

14-00000

Give this card to the APPOINTMENT CLERK at the PHS OUTPATIENT CLINIC 4th and C Streets SW. EX. 6550 Ext. 8248 (or Code 178)

Spilled – repeat 70 mm

6869261

1. FIRST: JOSEPH | INITIAL: S. | LAST NAME: PICCOLO

2. POSITION TITLE: File Clerk

3. DATE OF BIRTH 12-8-35 HAS AN APPOINTMENT ON ______ (Date) AT ______ (Time) A.M. P.M.

AT THE SERVICE CHECKED BELOW:

- 4. [X] PHOTOFLUOROGRAM
- 5. [ ] MEDICAL EXAMINATION
- 6. [ ] LABORATORY
- 7. [ ] MEDICAL
- 8. [ ] OB GYN.
- 9. [ ] PHYS. MED.
- 10. [ ] SURGICAL
- 11. [ ] PEDIATRIC
- 12. [ ] OTHER (Specify)
- 14. [ ] DENTAL
- 15. [ ] EENT
- 16. [ ] NUTRITION
- 17. [ ] MENTAL HEALTH
- 18. [ ] DERMATOLOGY

SEP 11 1953

20. CLINIC REGISTER NO.

21. NAME OF DOCTOR 9/11 –

STANDARD FORM 78A – JULY 1949
CIVIL SERVICE COMMISSION
F. P. M. CHAPTER M3

**MEDICAL APPOINTMENT AND REPORT**

16—84380-1

S 9 OCT 7 1953

Burghelfer

14-00000

3-123

VETERAN'S PREFERENCE AND SOCIAL SECURITY STATEMENT

Date 8-3-53

1. Are you eligible to claim Veteran's Preference under any of the existing Veterans Preference Bills? Yes ____ No X.

2. Furnish information substantiating Veteran's Preference claim, including disability rating, if any.

3. Are you currently receiving any Social Security benefit payments? Yes ____ No X.
(If you are receiving any Social Security benefit payments at the present time you should immediately contact the local Social Security field office as to whether you will still be entitled to such payment.)

Signature [signature]

89 AUG 24 1953

14-00000

STANDARD FORM 61 (REVISED AUGUST 1950)
PROMULGATED BY CIVIL SERVICE COMMISSION
FEDERAL PERSONNEL MANUAL

# APPOINTMENT AFFIDAVITS

**IMPORTANT.**—*Before swearing to these appointment affidavits, you should read and understand the attached information for appointee*

JUSTICE (Department or agency) F.B.I. (Bureau or division) WASHINGTON D.C. (Place of employment)

I, JOSEPH STEPHAN PICCOLO, do solemnly swear (or affirm) that—

## A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

## B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

## C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

## D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

## E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

8-3-53 (Date of entrance on duty) Joseph S. Piccolo (Signature of appointee)

Subscribed and sworn before me this 3rd day of August, A. D. 1953

at Washington (City) D.C. (State)

[SEAL] Catherine C. Johnson (Signature of officer)

NOTE.—*If the oath is taken before a Notary Public the date of expiration of his commission should be* AUG 7 1953

# DECLARATION OF APPOINTEE

[illegible]

This form is to be completed before entrance on duty. Answer all questions. Any false st[illegible]ent in this declaration will be grounds for cancellation of application or dismissal after appointment. Imp[illegible]ation is a criminal offense and will be prosecuted accordingly.

16[illegible] [illegible] ST [illegible] FLA

1 PRE[illegible]NT ADDRESS (*street and number, city and State*)

12 - 8 - 35 | YONKERS, NEW [illegible]

2 (A) DATE OF BIRTH | (B) PLACE OF BIRTH (*city or town and State or country*)

| 3 (A) IN CASE OF EMERGENCY PLEASE NOTIFY | (B) RELATIONSHIP | (C) STREET AND NUMBER, CITY AND STATE | (D) TELEPHONE NO. |
|---|---|---|---|
| MR. J[illegible] Piccolo | FATHER | FT. LA[illegible], FLA. 16[illegible] [illegible] ST | [illegible] |

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO

*If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.*

| NAME | POST OFFICE ADDRESS (*Give street number, if any*) | (1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED | RELATIONSHIP | MARRIED (*Check one*) | SINGLE (*Check one*) |
|---|---|---|---|---|---|
| | | 1. 2. 3. | | | |
| | | 1. 2. 3. | | | |
| | | 1. 2. 3. | | | |

| INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN | YES | NO |
|---|---|---|
| 5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES? | X | |
| 6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? *If your answer is "Yes", give details in Item 10.* | | X |
| 7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? *If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act, and rating, if retired from military or naval service* | | X |
| 8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT HAVE YOU BEEN DISCHARGED OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? *If your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case* | | X |
| 9. HAVE YOU BEEN ARRESTED (NOT INCLUDING TRAFFIC VIOLATIONS FOR WHICH YOU WERE FINED $25 OR LESS OR FORFEITED COLLATERAL OF $25 OR LESS) SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT? *If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date, (2) the nature of the offense or violation, (3) the name and location of the court, (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken* | | X |

**10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS**

| ITEM NO. | WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY |
|---|---|
| | |

## INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) *Identity of appointee.*—It is the duty of the appointing officer to guard against impersonation and to determine beyond reasonable doubt that the appointee is the same person whose appointment was authorized. The appointee's signature and handwriting are to be compared with the signature and [illegible] other pertinent papers. [illegible]

(2) *Age.*—If definite age limits have been established for the position it should be determined that applicant is not outside the age range [illegible]. Until such determination is made, the appointment may not be consummated.

(3) *Citizenship.*—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) [illegible] Form 61 constitutes an affidavit for both purposes [illegible]. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) *Members of Family.*—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. [illegible] Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

OFFICIAL ENTRANCE PERFORMANCE RATING

**Date:** August 3, 1953

**Name:** Joseph S. Piccolo

**Eod:** August 3, 1953

Under the Federal Bureau of Investigation performance rating plan, every new employee is given an entrance performance rating which will constitute his official rating until superseded by a subsequent official rating.

The official entrance rating for this employee is satisfactory.

AUG 7 1953

14-00000

MEMORANDUM

RE: MR. JOSEPH S. PICCOLO

A character and fitness investigation including an appropriate loyalty check was conducted concerning this employee and he was found suitable for employment with this Bureau.

U. S. DEPARTMENT OF JUSTICE

STANDARD FORM 50

FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED BUDGET BUREAU NO.

Prepared by:
Checked by:
Filed by:

# NOTIFICATION OF PERSONNEL ACTION

| 1. NAME | 2. DATE OF BIRTH | 3. JOURNAL OR ACTION NO. | 4. DATE |
|---|---|---|---|
| MR. JOSEPH S. PICCOLO | 12-8-35 | F.B.I. 2966 | 8-3-53 |

| 5. NATURE OF ACTION | 6. EFFECTIVE DATE | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY |
|---|---|---|
| EXCEPTED INDEFINITE APPOINTMENT | EOD 8-3-53 | Schedule A Part 6.108(E) |

| FROM | | TO |
|---|---|---|
| | 8. POSITION TITLE | File Clerk |
| | 9. SERVICE, SERIES, SALARY, GRADE | GS 2<br>$2750 per annum |
| | 10. ORGANIZATIONAL DESIGNATIONS | Div. Four<br>Files Section<br>D. C. |
| | 11. HEADQUARTERS | |
| FIELD / DEPARTMENTAL | 12. FIELD OR DEPT'L | FIELD / DEPARTMENTAL D |

13. VETERAN'S PREFERENCE: X

14. POSITION CLASSIFICATION ACTION: DJ#50-D-53 Cecilia Shirley Minick reassign GS 2 FBI#52-D-184 eff. 6-23-53

15. SEX: M | 16. RACE | 17. APPROPRIATION S. & E., FBI — FROM: / TO: same

18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO): X no FICA

19. DATE OF APPOINTMENT AFFIDAVITS: 8-3-53

20. LEGAL RESIDENCE: ☐ CLAIMED ☐ PROVED STATE:

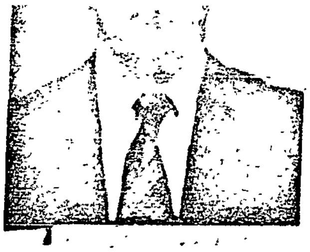
APPROVED: J. E. Hoover
DIRECTOR, F. B. I.

REMARKS:
The provisions of the Universal Military Training and Service Act of 1951 have been complied with.
The classification grade of this position is subject to post-audit and correction pursuant to Section 1310 of Supplemental Appropriation Act, 1952 – Public Law #253, approved 11-1-51.
This appointment is a temporary, indefinite appointment, pursuant to the provisions of ~~xx~~ Public Law #843, approved 9-27-50.

3 - AUG 24 1953

SIGNATURE OR OTHER AUTHENTICATION

1. PERSONNEL FILE



FD-140
(9-10-51)

# FEDERAL BUREAU OF INVESTIGATION
# UNITED STATES DEPARTMENT OF JUSTICE

Date May 23 1953

## APPLICATION FOR EMPLOYMENT

DIRECTOR:
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

SIR:
I hereby make application for employment by the Federal Bureau of Investigation, United States Department of Justice in the position indicated by a check mark, and for your use in connection therewith I submit the following information.

(Check position applied for)
- [ ] Special Agent (Law Trained)
- [ ] Special Agent (Accountant)
- [ ] Stenographer
- [ ] Typist
- [x] Clerk
- [ ] Translator *
- [ ] Radio Operator *
- [ ] Laboratory Technician *
- [ ] ____________________

NOTICE: Application MUST be typewritten or clearly printed. ALL questions MUST be answered. If a question is not applicable so state. Applications which are not complete and legible will not be considered. If space provided is not sufficient for complete answers, or you wish to furnish additional information, attach sheets of the same size as this application, and number answers to correspond with questions.

1. Name in Full: Piccolo (Family Name) Joseph (Given Name) Stephan (Middle Name)

a) List all other names you have used including nicknames, and maiden name of female applicants: Joe, Pic, Lo.

2. Present Residence Address: N.E. 20th st. (Street) Ft Lauderdale, (City) Fla. (State) ;1636 res. no Telephone 33324

3. Address to which you wish mail or telegram sent: 1636 N.E. 20 th st. (Street) Ft. Lauderdale (City) (Zone No.) Fla. (State) Box none

4. Height 5'11 5. Weight 120 6. Date of Birth 8 (Day) Dec. (Month) 1935 (Year) 7. Place of Birth Yonkers (City) N.Y. (State)

8. Are you a U.S. citizen? yes 9. If not born in U.S. give date of entry none a) Place of entry none

10. Are you naturalized? no 11. Date none 12. Place none 13. Court none

14. Describe any physical defects or disabilities you have, including extent of defective vision, if any, with and without glasses (Snellen) and deficiencies in color vision and hearing none

15. If appointed as a Special Agent, are you willing and prepared to accept assignment or transfer to any part of the United States or its territorial possessions, for either temporary or permanent duration? N.A. a) If appointed to other positions, will you accept assignment anywhere in the United States or its territorial possessions? No b) If not, specify where you will accept assignment: Washington D. C.

16. If appointed as a Special Agent, or to other positions for assignment in Washington, D.C. are you willing to proceed to Washington, D.C. at your own expense, upon 10 days notice? yes a) If not, what is the minimum notice you will accept? 10 days 17. What is the lowest entrance salary you will accept? $ 2750 A

18. Are you now employed by an agency of the Federal Government? no a) Have you been so employed within the past 90 days? no b) Name of Agency none c) Location none

19. Have you ever before applied for employment with the Federal Bureau of Investigation? no a) Date none

b) Where did you apply? none

20. EDUCATION

| | NAME OF SCHOOL | LOCATION | FROM | TO | COURSE PURSUED | DEGREES OR DIPLOMAS RECEIVED |
|---|---|---|---|---|---|---|
| HIGH SCHOOL | St. Anthony's | Ft Lauderdale Fla. | 1949 | 1952 | Academic | |
| | Central Catholic | Ft Lauderdale Fla. | 1952 | 1953 | Academic | Graduate |
| COLLEGE | none | none | none | none | none | none |
| GRADUATE SCHOOL | none | none | none | none | none | none |
| MISCELLANEOUS | none | none | none | none | none | none |

21. Are you [illegible]? no a) In what states? none

8 JUL 23 1953

22. [illegible] accountant? no a) In what states? none

* Applicants for these positions must attach a complete record of their technical qualifications, [illegible] and a detailed description of their experience in the specific work for which application is being made. Separate statements describing necessary qualifications for these positions will be furnished upon request.

23. If you have ever used any names other than your true name, during what period, and under what circumstances, were these names used? none

24. Have you ever legally changed your name? no 25. Date: none a) Place none b) Court none

26. Where do you consider your legal residence? Ft Lauderdale (City) Broward (County) Florida (State)

27. EMPLOYMENT: (List chronologically ALL employments, including summer and part-time employment ...)

| NAME AND ADDRESS OF EMPLOYER | FROM | TO | ANNUAL SALARY | POSITION AND KIND OF WORK | | |
|---|---|---|---|---|---|---|
| a) Name Joseph Piccolo<br>Address | 1949 | present | $500 | teaching | J.Piccolo | still employed |
| b) Name<br>Address | | | | | | |
| c) Name<br>Address | | | | | | |
| d) Name<br>Address | | | | | | |
| e) Name<br>Address | | | | | | |
| f) Name<br>Address | | | | | | |
| g) Name<br>Address | | | | | | |
| h) Name<br>Address | | | | | | |

28. MILITARY RECORD:

a) Have you ever served in the Armed Forces of the United States? no b) Branch none

c) Dates of Service none d) Type of Discharge none

e) Serial Number none f) Basis for Discharge none

g) Are you registered for Selective Service? no h) Local Board No. none i) City none

j) Do you claim Veteran's Preference? no k) Basis for claim none

29. Have you ever served in the Armed Forces of a foreign country? no a) Dates none

b) Country none c) Branch none d) Circumstances none

30. Have you ever visited or resided in any foreign country (except for travel in the Armed Forces of the U.S.)? no

a) Date passport issued none b) Place issued none

| COUNTRIES VISITED | FROM | TO | REASON FOR TRAVEL |
|---|---|---|---|
| none | none | none | none |
| | | | |

31. List any close relatives, including in-laws, now residing outside the United States (except those in the Armed Forces of the U.S.)

| NAME | RELATION | AGE | CITY | COUNTRY | CITIZEN OF WHAT COUNTRY |
|---|---|---|---|---|---|
| none | none | | none | none | none |
| | | | | | |

| Write "YES" or "NO" in the appropriate column. If the answers to any of the following questions are "YES" you MUST give full details, using additional sheets if necessary, and numbering answers to correspond with questions. | YES | NO |
|---|---|---|
| 32. Have you had any serious illnesses or operations in the past 5 years? | | no |
| a) If so, describe and give dates | | |
| b) Were you hospitalized? | | no |
| Dates: ______ Hospital ______ Location ______ | | |
| c) How many days' work have you lost in the past 5 years due to illness? | | |
| d) Do you have any service disability? | | no |
| e) Percentage: ______ f) Nature of disability? | | |
| 33. Do you have any sources of income other than your salary? | | no |
| a) What are they? ______ b) Total amount of such income $ ______ | | |
| 34. Has your credit record ever been considered unsatisfactory, or have you ever been refused credit? | | no |
| a) If so, give dates, places, names of creditors and circumstances | | |
| 35. Are you now indebted to anyone? | | no |
| a) Name: Address Amount | | |
| 36. Have you ever been arrested (include traffic violations, but not parking tickets)? | yes | |
| DATE: Ja..8,1953 — PLACE: Ft Lauderdale — CHARGE: speeding — DISPOSITION: fined — DETAILS: $10.00 | | |
| 37. Has any member of your immediate family or close relative (including in-laws) ever been arrested for other than traffic violations? | | no |
| NAME — RELATION — DATE — PLACE — CHARGE — DISPOSITION | | |
| 38. Were you ever dismissed from a school, or was any disciplinary action, including scholastic probation, ever taken against you, during your scholastic career? | | no |
| School: ______ Date: ______ Type of Action ______ | | |
| 39. Have you ever been dismissed or asked to resign from any employment or position you have held? | | no |
| Employer's name: ______ Date: ______ Reasons: ______ | | |
| 40. Have you ever been a defendant in a court action? | yes | |
| (If so, give date, place, court, names of parties involved, nature of action, and final disposition) attached sheet | | |
| 41. Are you now, or have you ever been, a member of the Communist Party U.S.A. or any Communist organization? | | no |
| 42. Are you now, or have you ever been, a member of a Fascist organization? | | no |
| 43. Are you now, or have you ever been, a member of any organization, association, movement, group, or combination of persons which advocates the overthrow of our constitutional form of government, or which has adopted a policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States, or of seeking to alter the form of government of the United States by unconstitutional means? | | no |

44. REFERENCES

Give three personal references (not relatives, former employers, fellow employees or school teachers) who are responsible adults of reputable standing in their communities, such as householders, property owners, business or professional men or women including your family physician if you have one, who have known you well during the past 5 years.

| | NAME | RESIDENCE ADDRESS | BUSINESS ADDRESS | NO. OF YEARS ACQUAINTED |
|---|---|---|---|---|
| a) | Paul F. Gocke | 3025 N.E. Center Ave. City | 7?00 Harbor Island, Miami Beach, Fla. | 3 years |
| b) | Dr.F.C. Haberman | 420 N.E. 9 th Ave. City | 11? Broward Blvd. Ft Lauderdale, Fla. | 4 years |
| c) | Harry F.Kestner | 205 N.E. 1st street City | 2??? E Sunrise Blvd. Ft Lauderdale,Fla. | 2 years |

45. List the names of any of your relatives who are now employed by the Federal Government

| | NAME | RELATION | AGENCY BY WHICH EMPLOYED | LOCATION |
|---|---|---|---|---|
| a) | Frances Carpinelli | cousin | Veterans Administration | New York City |
| b) | | | | |
| c) | | | | |

46. List names in FULL of any friends or acquaintances who are now employed in the Federal Bureau of Investigation. Give the name of the city in which they are working, or were working when you last heard from them.

| | NAME IN FULL | LOCATION | LENGTH OF ACQUAINTANCE |
|---|---|---|---|
| a) | none | none | none |
| b) | | | |
| c) | | | |

47. List chronologically ALL of your residences for the past 10 years

| | FROM | TO | STREET | APT. NO. | CITY | STATE |
|---|---|---|---|---|---|---|
| ✓a) | 1943 | 1945 | 658 Main Street | none | Dalton | Mass. |
| ✓b) | 1945 | 1948 | 676 East Street | none | Pittsfield | Mass. |
| ✓c) | 1948 | 1950 | 1100 N.E. 7th Ave. | none | Ft Lauderdale Fla. | Fla. |
| ✓d) | 1950 | 1951 | 507 N.E. 11th Ave. | none | Ft Lauderdale | Fla. |
| ✓e) | 1951 | 1953 | 1636 N.E. 20th street | none | Ft Lauderdale | Fla. |
| f) | | | | | | |
| g) | | | | | | |
| h) | | | | | | |
| i) | | | | | | |
| j) | | | | | | |
| k) | | | | | | |
| l) | | | | | | |

14-00000

48. Are you single, married, widowed, separated or divorced? single

a) If divorced, give date of divorce none Place none Court none

49. Maiden name of wife or husband's full name: none

a) Occupation none Employer's name and address: none

b) Wife's or husband's present address none

c) Birthplace: none d) Date of Birth none e) Is he or she a U.S. citizen? none

f) Date of naturalization none g) Place none h) Court none

50. NAMES OF CHILDREN none AGE

NOTE: If you have been married more than once, give the above information concerning each former husband or wife. Even though a relative is deceased, give all information requested, and indicate last residence and year of death. Include step-brothers and sisters, and if you or your wife or husband have step-parents, legal guardians, or others who have raised you instead of your parents the requested information should be furnished concerning them as well as your real parents:

RELATIVES

| FULL NAME | ADDRESS | AGE | PLACE OF BIRTH | OCCUPATION | DATE & PLACE OF NATURALIZATION |
|---|---|---|---|---|---|
| 51. FATHER Joseph Piccolo | 1636 N.E. 20th street | 48 | Naples, Italy | driving instructor | Pittsfield Mass. |
| 52. MOTHER Irene Anne Piccolo | 1636 N.E. 20th Street | 44 | Yonkers N.Y. | housewife | none |
| 53. BROTHERS AND SISTERS | | | | | |
| a) Francis Donald | same | 11 | Pittsfield Mass. | student | none |
| b) Louis Brian | same | 9 | Pittsfield Mass. | student | none |
| c) | | | | | |
| 54. WIVES OR HUSBANDS OF BROTHERS OR SISTERS | | | | | |
| a) none | none | | none | none | none |
| b) | | | | | |
| c) | | | | | |
| 55. FATHER-IN-LAW | none | | none | none | none |
| 56. MOTHER-IN-LAW | none | | none | none | none |
| 57. BROTHERS AND SISTERS OF YOUR HUSBAND OR WIFE | | | | | |
| a) | none | | none | none | none |
| b) | | | | | |
| c) | | | | | |
| d) | | | | | |
| 58. OTHERS (indicate relation - see note above) | | | | | |
| a) | none | | none | none | none |
| b) | | | | | |
| c) | | | | | |

14-00000

59. List all clubs, societies or organizations of which you are a member

a) Junior Civitan Club location Ft Lauderdale

b) location

c) location

d) location

60. Foreign languages

| | speak | understand | read | write |
|---|---|---|---|---|
| a) none | none | none | none | none |
| b) | | | | |
| c) | | | | |

Indicate your proficiency in each phase of each language as "slight" "good" "fluent"

61. List any special abilities you have, or avocations at which you are proficient with degree of proficiency.

Ability at public speaking. Ability to hold chauffers license.

Attach photograph here securely with paste, tape or staples

Attach an unmounted full face photograph of yourself, not larger than 2 3/4 x 2½ inches. Print your name plainly on the back of the photograph. The photograph must have been taken not more than 3 months prior to the date of this application.
NO APPOINTIVE CONSIDERATION WILL BE AFFORDED ANY APPLICANT UNLESS SUCH A PHOTOGRAPH IS FURNISHED.

I understand that all appointments are probationary for a period of one year, during which time the employee must demonstrate his fitness for continued employment by the Federal Bureau of Investigation. I also understand that any appointment tendered me will be contingent upon the results of a complete character and fitness investigation, and I am aware that willfully withholding information or making false statements on this application will be the basis for dismissal from the service. I agree to these conditions, and I hereby certify that all statements made by me on this application are true and complete, to the best of my knowledge.

Respectfully,

[illegible signature]
(Signature of the applicant as usually written)

14-00000

Question #40.

Jan. 10, 1953, Ft Lauderdale, Fla, Traffic court, Joseph Piccolo-City of Ft Lauderdale,Fla. Traffic violation, Fined $ 10.00.